



**Agenda for Council
Wednesday, 17th April, 2024, 6.00 pm**

To: All elected Members of the Council; Honorary Aldermen

Venue: Council Chamber, Blackdown House, Honiton

Contact: Andrew Melhuish, Democratic Services Manager;

(or group number 01395 517546)
Issued Monday, 8 April 2024

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Dear Sir/Madam

**Meeting of the Council of the District of East Devon on
Wednesday, 17th April, 2024 at 6.00 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 that reads "Mjwellman".

Interim Chief Executives: Melanie Wellman, Simon Davey and Tracy Hendren

1 **Apologies**

2 **Declarations of interest**

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

3 **Minutes of the previous meeting** (Pages 4 - 21)

4 **Public speaking**

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

5 Matters of urgency

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

6 Announcements from the Chair and Leader

7 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, but if confidential minutes from Cabinet and/or the Council's Committees are being discussed, Officers may recommend consideration in the private part of the meeting.

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

9 Reports from the Cabinet and the Council's Committees and questions on those reports (Pages 22 - 87)

To note the minutes from the following meetings:

27 February 2024 – Planning Committee

4 March 2024 – Asset Management Forum

5 March 2024 – Strategic Planning Committee

6 March 2024 – Licensing & Enforcement Sub-Committee

12 March 2024 – Strategic Planning Committee

13 March 2024 – Licensing & Enforcement Committee

14 March 2024 – Housing Review Board

18 March 2024 – Poverty Working Panel

21 March 2024 – Overview Committee

26 March 2024 – Planning Committee

26 March 2024 – Placemaking & Prosperity Investment Board

27 March 2024 – Cabinet

2 April 2024 – Strategic Planning Committee

10 Corporate Peer Review Report (Pages 88 - 110)

11 Recommendation from Extraordinary Cabinet - Council Plan 2024/2025 (Pages 111 - 147)

Recommendation from Extraordinary Meeting of Cabinet on 10 April 2024 – Council Plan 2024/2025

12 Recommendation from Housing Review Board - HRB Terms of Reference (Pages 148 - 153)

Recommendation from Housing Review Board on 14 March 2024 – Housing Review Board Terms of Reference

13 Recommendation from Overview Committee - Public Health Strategy (Pages 154 - 229)

14 Recommendation from Cabinet - Councillor DBS Checks and Safeguarding Protocol (Pages 230 - 239)

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

[Decision making and equalities](#)

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EAST DEVON DISTRICT COUNCIL**Minutes of the meeting of Council held at Council Chamber, Blackdown House, Honiton on 21 February 2024****Attendance list at end of document**

The meeting started at 6.00 pm and ended at 8.25 pm

91 Apologies

Apologies received from Cllrs Brian Bailey, Violet Bonetta, Sarah Chamberlain, Charlotte Fitzgerald, Steve Gazzard, Vicky Johns, John O'Leary, Simon Smith and Eileen Wragg.

92 Minutes of the previous meeting

RESOLVED: that the minutes of the Full Council meeting held on 6 December 2023 be confirmed as a correct record, subject to amending:

Minute no 87 to read: Cllr Ben Ingham and

Minute no 89 to read: 1. to set up a constitutional working group made up of nine members of Council.

93 Declarations of interest**Agenda Item 11. Strata Business Plan 2024-2025.**

Councillor Matt Hall, Affects Non-registerable Interest, Employee of Exeter City Council.

Agenda Item 12. Public Toilets Review Project.

Councillor Ian Barlow, Affects Non-registerable Interest, Member of Sidmouth Town Council.

Councillor Jenny Brown, Affects Non-registerable Interest, Member of Honiton Town Council.

Councillor Joe Whibley, Affects Non-registerable Interest, Member of Exmouth Town Council.

Councillor John Loudoun, Affects Non-registerable Interest, Member of Exmouth Town Council.

Councillor Stuart Hughes, Affects Non-registerable Interest, Member of Sidmouth Town Council.

Councillor Tony McCollum, Affects Non-registerable Interest, Member of Honiton Town Council.

94 Public speaking

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

95 Matters of urgency

There were no matters of urgency for this meeting to consider.

96 Announcements from the Chairman and Leader

The Leader of Council thanked all officers and members involved in the recent Peer Challenge Review and acknowledged that the feedback from the Peer Review was positive.

The Chair of Council confirmed that the Motion on Notice would be taken as the first item of business once the meeting preliminaries had been dealt with.

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

Members noted that there was a Part B report contained in the Agenda Pack relating to Agenda Item 18 Housing Task Force and any discussion on the details contained in that report would be dealt with in Part B closed session.

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

There were five questions on notice and the following responses were set out in the Agenda Pack.

1. Cllr Ben Ingham asked why was the recent green wedge report allowed to be published without any vetting by the Executive Leadership Team?

In answer the Leader of Council advised that this was due to an oversight and the report did not come into ELT as it should have. Officers have been reminded of the need to report strategic issues such as these into ELT for consideration, before they are presented to members.

Cllr Ben Ingham asked a supplementary question for a total sum of the spend on the work carried out to produce the report. The Leader of Council confirmed that a written response would be given.

2. Cllr Mike Goodman: According to the EU's climate service, for the first-time global warming has exceeded 1.5C across an entire year, Climate change matters to our residents.

Can this Council make the development of their climate change strategy a priority and complete this by late summer much earlier than currently planned?

In response the PFH Climate Action & Emergency advised

1). With regard to global warming exceeding 1.5C across an entire year, according to an article on BBC News, 'this first year-long breach does not break the landmark Paris agreement, but it does bring the world closer to so doing in the long term.'

The 8th February 2024 article further states: 'Regrettably both the UK's main parties have scaled back the type of pledges that many climate scientists say are needed globally if the worst impacts of warming are to be avoided.'

2). Turning to EDDC's climate change strategy, this was adopted for the period 2020-2025 at Cabinet on 5th Feb 2020.

Although the strategy has another year to run, officers have been working with our partners at SWEEG over the past 6 months and have a target of bringing a revised strategy forward in the summer of 2024. There will also be an 'annual' 24/25 action plan that draws together the climate actions that services are delivering next year.

In partnership with officers and my Portfolio holder colleagues, some fantastic results have already been achieved, as reported at Scrutiny in February and November 2023. There will be more to report later this year.

3. Cllr Mike Goodman: This council have one of the most proactive and leading poverty strategy in the UK. This was highlighted during the poverty section of the peer review.

What more can the council and Councillors do to communicate this work to residents and those in need?

The Leader of Council advised:

The Benefits and Financial Resilience Manager and Assistant Director are working with our VCSE (Devon Communities Together) specifically around the issue of hidden and rural poverty. The aim of this work is to raise awareness of how we can help and support residents who are financially struggling but aren't accessing support. For example, we are looking at which areas in the District don't have a good voluntary support network already in place and how we can provide that provision or work with the local community to raise awareness. This will help reach residents who are digitally excluded.

We are continuing to link up with voluntary sector groups across the District to promote the work of the Financial Resilience team, attending community events and when required a face to face service out in the community; such as locating an officer in a Foodbank. We periodically will look at press releases and contact key organisations to help reach residents and are currently working on a pensioner take up campaign for welfare benefits.

As part of the 2023/24 annual report we will be providing more data including outcomes including the work of the Financial Resilience Team. This report will be submitted to the Poverty panel later this year and allows all Members to be aware of the work the Council is doing as part of our Poverty Strategy in turn helping to spread the message.

4. Cllr Mike Goodman: The Council said some time ago they were employing an officer to develop a tree strategy, can the portfolio holder update council on the progress made.

The PFH Coast, Country & Environment advised:

I am delighted to report that progress is now being made with the development of a Tree Strategy for EDDC. The delay has been down to awaiting the production of Devon's Tree & Woodland Strategy which we have now just received as a final draft. East Devon DC contributed funding, along with the other Devon LAs, towards the production of the Devon Strategy. This will provide the county-wide and higher level framework for East Devon DC's Tree Strategy. The plan was always to ensure that both these documents would synergise on key aims and objectives around tree planting, nature recovery and climate change actions and that East Devon's document would through consultation and discussion add in the key "local issues/challenges" to cover off in its Strategy. These will likely cover the areas on TPO's and enforcement issues as well as tree planting targets. The workscope for the EDDC Tree Strategy will be discussed at the 21 March meeting of Overview Committee and then a brief will be prepared for work to develop the Strategy. A budget has been secured for this work.

5. Cllr Mike Goodman: In 2020/21 it was decided by without consultation with the public to re wild the cemeteries in East Devon. Was this the right decision? What lessons were learnt?

The PFH Finance & Assets and Coast, Country & Environment advised:

Managing our spaces for wildlife is not a new approach and we have been doing this across sites maintained by StreetScene since 2010. The approach to manage more sites for wildlife with meadow grass and wildflower was expanded through our service plan in 2020 until now, and indeed this area is being reviewed by Scrutiny in the spring, with StreetScene Officers preparing a report for this currently. I might suggest therefore that this issue is dealt with through this planned work.

Sections of Sidmouth Cemetery have had meadow grass cut regimes (Old cemetery area) since 2010. Managing cemeteries as spaces for wildlife is not new and many church parochial councils require the management to be encouraging this approach with the CPRE providing encouragement and awards each year. There is guidance available online from this charity called 'Managing God's Acre' - <https://www.caringforgodsacre.org.uk/>

The approach has worked reasonably well, and sites managed for wildlife across our spaces were increased in 2020 as part of planned works that were documented in our service plans. Things worked reasonably well, with some wonderful wildflowers encouraged across the newer part of the cemetery in 2021. We then experienced issues with our own team in the 22/23 season not adhering to our plan, which is where the real dissatisfaction has stemmed from. During this same period (growing season 23) our Operations manager left, it took until November last year before our new Operations Manager joined, who is now dealing with the issue and complaints. She has met with Sidmouth Town Council and local community groups to agree a re-focused plan to manage the site balancing different views.

99 **Council Tax Resolution 2024/2025**

The Chair invited members to consider the report of the Council's Director of Finance to enable the Council to calculate and set the Council Tax for 2024/2025.

In agreeing to the Cabinet recommendations on the Revenue and Capital Budgets 2024/2025 (Minute Number 133) on 31 January 2024 this would give the Council Tax requirement for this Council of £10,414,911 resulting in a Council Tax Band D amount of £166.78. Council noted that this was an increase of £5 a year (3.09%), which was within the threshold stipulated by government before triggering a council tax referendum.

In accordance with Section 25 of the Local Government Act 2003 the Chief Financial Officer (Director of Finance) had reported to the authority on the robustness of the 2024/25 budgets and was satisfied with the adequacy of the proposed financial reserves. The 2024/25 budget recommended by Cabinet was balanced with expenditure matched by available income.

The Council noted that there was a legal requirement for the Council to set a budget and associated Council Tax; the process for Council Tax Billing starts the day after the Council meeting in order to meet the necessary deadlines (bill printing, dispatch and appropriate direct debit notifications etc.). The obligation to make a lawful budget each year is shared equally by each Member. A similar deadline is associated with council house rent accounts.

The Council Tax setting process is that all preceptors (Devon County Council, Police and Crime Commissioner for Devon and Cornwall, Devon & Somerset Fire & Rescue Authority and town and parish councils) set their budgets and relevant council tax

requirement and then this Council, as the billing authority, formally sets the Council Tax for the area to include all the amounts to be collected.

The Chair of Council reminded members that in line with legislation that came into force on 25 February 2014, The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, a recorded vote would be taken.

Councillor Paul Hayward proposed the recommendations which were seconded by Councillor Paul Arnott and having been duly proposed and seconded the Council

RESOLVED:

That the formal Council Tax Resolution, as printed in Appendix A is approved.

Recorded vote on the budget:

For (44): Cllrs Paul Arnott, Jess Bailey, Ian Barlow, Kevin Blakey, Kim Bloxham, Colin Brown, Jenny Brown, Alasdair Bruce, Chris Burhop, Maddy Chapman, Bethany Collins, Roy Collins, Olly Davey, Tim Dumper, Peter Faithfull, Paula Fernley, Mike Goodman, Del Haggerty, Anne Hall, Matt Hall, Marcus Hartnell, Sam Hawkins, Paul Hayward, John Heath, Nick Hookway, Stuart Hughes, Ben Ingham, Sarah Jackson, Richard Jefferies, Geoff Jung, Dan Ledger, Yehuda Levine, John Loudoun, Duncan Mackinder, Melanie Martin, Tony McCollum, Todd Oliver, Helen Parr, Henry Riddell, Marianne Rixson, Eleanor Rylance, Andrew Toye, Susan Westerman, Joe Whibley and Daniel Wilson.

Against: None.

Abstentions: None.

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

Members received the minutes from meetings held since the previous Council meeting on 6 December 2023, including:

- a) Audit and Governance Committee on 14 December 2023 and 18 January 2024.
- b) Cabinet on 3 & 31 January 2024.
- c) Planning Committee on 19 December 2023 and 30 January 2024.
- d) Strategic Planning Committee on 9 January 2024.
- e) Joint Scrutiny Committee and Overview Committee on 11 January 2024.
- f) Exmouth Beach Management Plan Steering Group on 16 January 2024.
- g) Leisure Strategy Delivery Forum on 16 January 2024.
- h) Overview Committee on 18 January 2024.
- i) Placemaking Exmouth Town and Seafront Group on 23 January 2024.
- j) Sidmouth and East Beach Management Plan Project Advisory Group on 23 January 2024.
- k) Scrutiny Committee on 24 January and 1 February 2024 (consultative meeting).
- l) Housing Review Board on 25 January 2024.

m) Personnel Committee on 29 January 2024.

n) Licensing and Enforcement Sub Committee on 6 February 2024.

There was one set of called minutes by Cllr Helen Parr in respect of Audit and Governance Committee minute no. 30 from 14 December 2023 and the Grant Thornton report being clear on the recommendations from that report and that the minutes were incorrect.

It was confirmed that the minutes approved by Audit and Governance Committee at their meeting on 18 January 2024 as a correct record and the minutes displayed on the Council's website were correct.

The Chair of Council requested that Cllr Helen Parr not be heard and moved on to the next item of business.

101 **Strata Business Plan 2024-2025**

The Council received a report setting out the Strata Joint Executive Committee's recommendation to Council arising from their consideration of the report at the Strata Joint Executive Committee on 30 January 2024 relating to the Strata Business Plan for 2024/2025.

In response to a question relating to the different costs associated to each council it was confirmed that the charges varied dependent on the level of IT estate of each council and the transfer of a larger number of staff from East Devon District Council into Strata.

Cllr John Loudoun proposed the recommendation which was seconded by Cllr Eleanor Rylance and having duly been proposed and seconded the Council unanimously **RESOLVED:** That the Council approve the Strata Business Plan for 2024/2025.

102 **Public Toilets Review Project**

The Chair of Council moved that the recommendations contained in the reports from Agenda Item 12 to Agenda Item 24 would be considered together, unless any member wished to speak on a particular item. There being no dissent from the meeting the recommendations were carried by a majority show of hands.

The recommendation from the Cabinet arising from their consideration of the Public Toilets Review Project was unanimously carried by a majority show of hands and Council **RESOLVED:** To approve a budget of £71,000 to fund an Interim Estates Surveyor post through to 31 March 2025.

103 **Council Tax Reduction Scheme**

The recommendation from the Cabinet on 3 January 2024 arising from their consideration of the Council Tax Reduction Scheme for 2024/2025 was unanimously carried by a majority show of hands and Council **RESOLVED:** That the Council Tax Reduction Scheme for 2024/2025 is approved.

104 **Information Governance**

The recommendation from the Audit and Governance Committee on 18 January 2024 arising from their consideration of the designation of the Director of Governance and Licensing being designated as the Council's Senior Information Risk Owner was unanimously carried by a majority show of hands and Council **RESOLVED:** That the Director of Governance and Licensing be designated as the Council's Senior Information Risk Owner in place of the Director of Finance be approved.

105 **Pay Policy Statement**

The recommendation from the Personnel Committee on 29 January 2024 arising from their consideration of the Pay Policy Statement for 2024/2025 was unanimously carried by a majority show of hands and Council **RESOLVED:** That the Pay Policy Statement for 2024/2025 is adopted.

106 **Gas and Fire Safety Policies**

The recommendation from the Cabinet on 31 January 2024 and Housing Review Board on 25 January 2024 arising from their consideration of the Gas Safety Policy and Fire Safety Policy for Housing Service properties was unanimously carried by a majority show of hands and Council **RESOLVED:** That the Gas Safety Policy and Fire Safety Policy for Housing Service properties be approved.

107 **Asset Management Strategy**

The recommendation from the Cabinet on 31 January 2024 and Housing Review Board on 25 January 2024 arising from their consideration of the Asset Management Strategy was unanimously carried by a majority show of hands and Council **RESOLVED:** That an additional budget in the sum of £50,000 to fund the appointment of a consultant to develop the Asset Management Strategy for Housing Service be approved.

108 **Housing Task Force**

The recommendation from the Cabinet on 31 January 2024 and Housing Review Board on 25 January 2024 arising from their consideration of the Housing Task Force was unanimously carried by a majority show of hands and Council **RESOLVED:** That the Council approve an additional budget in the sum of £74,000 to fund the post within the Housing Task Force.

109 **Council Tax Charges Second Homes and Empty Homes**

The recommendation from the Cabinet on 31 January 2024 arising from their consideration of the Council Tax Charges for Second Homes and Empty Properties was unanimously carried by a majority show of hands and Council **RESOLVED:** That the implementation of the following be approved:

1. The application of the current premium of 100% for all dwellings which are unoccupied and substantially unfurnished (empty dwellings) from a period of one year with effect from 1 April 2024 unless subject to an exception introduced by government;
2. The application of a premium of 100% for all dwellings which are unoccupied but substantially furnished (second homes) from 1 April 2025 unless subject to an exception introduced by government; and

3. The Assistant Director responsible for Council Tax is given delegated powers to implement the changes in line with the Council's requirements and any guidance given by the Secretary of State or by regulation.
4. To agree to the principle that the additional funds generated by the changes to second homes Council Tax premiums is ring fenced across the Devon wide system of preceptors to address the housing challenges.
5. Subject to recommendation 4 the Council agrees to ringfence the additional income attributable to East Devon District Council's proportion of the Council Tax charge (as referenced in section 9) to address the housing challenges.
6. Subject to recommendation 5 being approved the Council will review the decision to ringfence the funding in 2029 (4 years from when the premium starts).

110 **Capital Strategy 2024/2025**

The recommendation from the Cabinet on 31 January 2024 arising from their consideration of the Capital Strategy 2024/2025 and 2027 to 2028 was unanimously carried by a majority show of hands and Council **RESOLVED**: That the Council adopt the Capital Strategy 2024/2025 and 2027 to 2028.

111 **Treasury Management 2024 - 2025, Minimum Revenue Provision Policy Statement and Annual Investment Strategy**

The recommendation from the Cabinet on 31 January 2024 arising from their consideration of the Treasury Management Strategy 2024/2025 – Minimum Revenue Provision Policy Statement and Annual Investment Statement was unanimously carried by a majority show of hands and Council **RESOLVED**:

1. That Council adopts the Treasury Management Strategy including the Prudential Indicators for 2024/2025.
2. That Council approves the Minimum Revenue Provision Policy Statement.
3. That Council approves the Annual Investment Strategy, creditworthiness criteria and updates list of counterparties.

112 **Safeguarding Policy Review**

The recommendation from the Cabinet on 31 January 2024 arising from their consideration of the Safeguarding Policy Review was unanimously carried by a majority show of hands and Council **RESOLVED**: That Council approve the additional funding of £3,000 for requesting Disclosure Barring Service checks for councillors.

113 **Review of Polling Districts and Places**

The Council considered a report setting out recommendations in relating to responses received following a statutory review of Polling Districts, Places and Stations.

The recommendation was unanimously carried by a majority show of hands and Council **RESOLVED**:

1. That the recommended proposals for the Poling District, Polling Places and Polling Stations be approved.

2. That the renaming of polling districts to include the initials of the new Parliamentary Constituencies as recommended by the Association of Electoral Administrators be approved.
3. That delegated authority is given to the Interim Returning Officer to use alternative venues if preferred ones are unavailable.

114 **Motion on Notice - Sewage & South West Water**

The Chair of Council invited Cllr Todd Olive (proposer) to speak to the motion on notice.

Cllr Olive confirmed that the motion on notice contained some factual inaccuracies and these had been amended. In respect of 3b in the motion on notice a revision to the wording had been made. A full extract of the motion on notice is attached as an appendix to these minutes.

The seconder of the motion on notice, Cllr Jung was invited to speak and called on South West Water (SWW) to seek a resolution to the ongoing issues, particularly due to the impact on Exmouth.

Cllr Paul Arnott proposed that a recorded vote should be conducted and this was seconded by Cllr Joe Whibley. Having duly been moved and seconded Council **RESOLVED:** To conduct a recorded vote on the Motion on Notice.

The Council discussed the motion on notice and the following points were raised:

- substantial failings of SWW management of the sewage network
- environmental vandalism including sewage and large tanker movements
- significant number of burst pipes and hydraulic overload on the sewage system
- lack of government funding to support adequate investment in infrastructure
- impact on beach and sea users and subsequent impacts on tourism income
- lack of information and transparency from SWW on the level of sewage being discharged into the local waterways and the sea
- role of Strategic Planning in considering and commenting on the Water Cycle report
- lobbying of central government to ensure that the discharges no longer happen
- SWW must be accountable for the sewage network and the impacts arising from the discharges

Cllr Peter Faithfull proposed an amendment to the motion on notice seeking to request SWW to submit a technical presentation of the sewage system, support by technical officers from SWW to have a meaningful discussion at a technical level of their sewage system within 3 months of the date of this Council meeting.

The amendment was not seconded and fell away.

Cllr Sophie Richards left the meeting at 6.36pm.

Cllr Alasdair Bruce proposed an amendment to the motion that East Devon District Council will not consider any major planning application for new residential development without a report from SWW confirming that they have capacity in their system to deal with new development.

The amendment was seconded by Cllr Dan Wilson.

It was pointed out that as SWW were not a statutory consultee it would not be possible to make this request and subsequently the amendment was withdrawn.

Cllr Mike Goodman proposed an amendment to refer the motion on notice to the Scrutiny Committee to review the contents of the motion and related actions with a full report coming back to Council for consideration.

The amendment was seconded by Cllr Colin Brown.

A number of members did not support that the motion on notice should be referred to Scrutiny Committee and if the motion was supported by Council it would ensure sufficient weight was given to the requests set out in the motion.

The amendment having been moved and seconded was put to the vote and lost by a majority show of hands.

Motion put to the vote and lost by a majority show of hands

Cllr Barlow proposed an amendment that a politically balanced group should be set up to ensure the points set out in the more were delivered on. In response Cllr Olive advised that the Scrutiny Committee had already agreed to set up a Task and Finish Forum and there was no need for a further group to be formed. Cllr Barlow withdrew the amendment.

Cllr Jess Bailey moved an amendment to the motion, requesting that the Leader of Council writes to request that the Chief Executive of South West Water forgoes any bonuses until there has been significant improvement in SWW's environmental metrics as published by the Environment Agency and calling on SWW to urgently publish details of sewage discharge into rivers and waterways.

The amendment was seconded by Cllr Tony McCollum.

It was confirmed that this was not within the control of this Council to propose and after consideration the amendment was withdrawn.

Cllr John Loudoun moved that the Question be put, the Chair of Council advised that the item had not been sufficiently discussed and invited further comments to be made.

The Chair confirmed that the item had not been sufficiently discussed and the debate on the motion continued.

In summing up Cllr Todd Olive called on members to support the motion in sending a strong message to SWW to engage and work with the Council and the local community to improve the sewage system in the district.

Having duly been moved and seconded a recorded vote was taken and Council
RESOLVED:

That conscious of the need for East Devon District Council to address these issues on account of its responsibilities to the environment, environmental health, and as the Local Planning Authority, while noting with frustration that many legal powers of investigation and enforcement are reserved to central government and under-funded, under-staffed statutory regulators:

1. Declares that it has no confidence in South West Water's existing systems and processes for proactively managing and investing in East Devon's sewage infrastructure;
2. Requests that the Leader write publicly to the Chief Executive of South West Water to invite the company to:
 - a. commit to involving the District Council in discussions with Town and Parish Councils regarding ongoing and upcoming works on South West Water infrastructure,
 - b. jointly convene a regular liaison group bringing together senior staff from South West Water and East Devon District Council, together with relevant East Devon Cabinet members, to proactively monitor and respond to ongoing developments and issues,
 - c. proactively and transparently engage with East Devon District Council's Planning Policy team and processes on an ongoing basis to ensure that the emerging Local Plan can deliver development without exacerbating existing issues with storm overflows and capacity constraints, and in tandem with network improvements,
 - d. more broadly, to commit to working with East Devon District Council's planning officers to help manage development pressures on infrastructure and respond to community concerns, to responding to requests for consultation and providing relevant data, to accepting invitations to Planning Committee meetings to discuss applications whenever possible, and taking other relevant steps, and
 - e. commit to actively engaging with East Devon District Council's Beach Safety Officer and Environmental Health team to proactively advise of overflow discharges in the interest of public safety;
3. Further requests that the Leader copy correspondence to our local MPs to encourage them to support our efforts to engage South West Water, and to lobby government to:
 - a. revisit weak legislation allowing water companies until 2038 to reduce phosphate pollution in rivers from sewage overflows by only 80%, with a view to requiring more immediate action in the short- and mid-term to reduce storm overflows and ameliorate capacity issues,
 - b. designate South West Water and other water authorities as a statutory consultee on all major planning applications, and require them to provide legally-binding assurances regarding any infrastructural works they indicate will be occurring,
 - c. resist a request by South West Water to raise bills by over 20% by 2030, before inflationary increases, until demonstrable action on sewage spills

has been taken to reduce spills towards South West Water's own 2025 targets, and

- d. restore Environment Agency funding to 2009/10 real-terms levels, and properly fund other environmental regulators, to ensure that polluting activities are fully and robustly monitored, investigated, and where necessary enforcement action taken;
4. Resolves that Strategic Planning Committee evaluate what planning policy measures, including spatially and/or temporally limited moratoria on development, are required to respond to any sewage capacity issues that might be identified by the upcoming Water Cycle Study at the earliest possible opportunity following its receipt;
5. Further resolves that the results of the Water Cycle Study and any resulting measures recommended by Strategic Planning Committee be actively publicised to residents and brought to the attention of South West Water as the body responsible, including through the proposed liaison group if and when it is implemented; and
6. Instructs that Strategic Planning Committee, or another committee if this is considered more appropriate by officers, considers a standing item to annually review progress on any recommendations made by the Water Cycle Study.

Recorded Vote:

For (48): Cllrs Paul Arnott, Jess Bailey, Ian Barlow, Kevin Blakey, Kim Bloxham, Jenny Brown, Alasdair Bruce, Chris Burhop, Maddy Chapman, Iain Chubb, Bethany Collins, Roy Collins, Olly Davey, Tim Dumper, Peter Faithfull, Paula Fernley, Del Haggerty, Anne Hall, Matt Hall, Marcus Hartnell, Sam Hawkins, Paul Hayward, John Heath, Nick Hookway, Mike Howe, Stuart Hughes, Ben Ingham, Sarah Jackson, Richard Jefferies, Geoff Jung, Dan Ledger, Yehuda Levine, John Loudoun, Duncan Mackinder, Melanie Martin, Tony McCollum, Cherry Nicholas, Todd Olive, Helen Parr, Henry Riddell, Marianne Rixson, Eleanor Rylance, Andrew Toye, Susan Westerman, Joe Whibley and Dan Wilson.

Against: None.

Abstentions (2): Cllr Colin Brown and Mike Goodman.

Attendance List
Councillors present:

P Arnott
J Bailey
I Barlow
K Blakey
K Bloxham
C Brown
J Brown
A Bruce
C Burhop
M Chapman

M Goodman
D Haggerty
A Hall
M Hall
M Hartnell
S Hawkins
P Hayward
J Heath
N Hookway
M Howe

J Loudoun
D Mackinder
M Martin
T McCollum
C Nicholas
T Olive
H Parr
S Richards
H Riddell
M Rixson

I Chubb
B Collins
R Collins
O Davey
T Dumper
P Faithfull
P Fernley

S Hughes
B Ingham
S Jackson
R Jefferies
G Jung
D Ledger
Y Levine

E Rylance
A Toye
S Westerman
J Whibley
D Wilson

Officers in attendance:

Simon Davey, Director of Finance

Tracy Hendren, Director of Housing, Health and Environment

Andrew Hopkins, Corporate Lead - Communications, Digital Services and Engagement

Andrew Melhuish, Democratic Services Manager

Melanie Wellman, Director of Governance & Licensing (Monitoring Officer)

Councillor apologies:

B Bailey
V Bonetta
S Chamberlain
C Fitzgerald
S Gazzard
V Johns
J O'Leary
S Smith
E Wragg

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Council held at Council Chamber, Blackdown House, Honiton on 6 March 2024

Attendance list at end of document

The meeting started at 6.00 pm and ended at 7.20 pm

115 Apologies

Apologies received from Cllrs Chris Burhop, Iain Chubb, Bethany Collins, Steve Gazzard, Anne Hall, Matt Hall, Tony McCollum, Eileen Wragg

116 Declarations of interest

Minute no. 119: Cllr Stuart Hughes, Disclosable Pecuniary Interest, Member of SW Regional Flood Committee.

117 Public speaking

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

118 Scrutiny Improvement Review and Scrutiny Protocol

The Democratic Services Manager presented a report setting out the recommendations from the Centre for Governance and Scrutiny review of the overview and scrutiny function at East Devon District Council.

The Scrutiny Improvement Review had identified 8 key recommendations to improve the ways of working at East Devon District Council in respect of the Council's overview and scrutiny function to ensure that the function can be carried out effectively. Members noted that officers would prepare an Action Plan to deliver the recommendations.

The Monitoring Officer also presented a Scrutiny Protocol which had been considered at a Joint meeting of the Scrutiny Committee, Overview Committee and Housing Review Board which set out a protocol for the three committees. To ensure that the role of the Scrutiny Committees and the relationship with the Cabinet is clear, effective and is consistent with best practice.

The report contained a number of recommendations which were proposed by Councillor Ian Barlow and seconded by Councillor Yehudi Levine, having duly been put the recommendations were unanimously carried and Council **RESOLVED**

1. That the letter and recommendations from the Centre for Governance and Scrutiny arising from the scrutiny improvement review were supported
2. That the Democratic Services Manager prepares an Action Plan identifying the resources required to deliver the eight recommendations from the Centre for Governance and Scrutiny.
3. That the Action Plan is submitted to a joint meeting of the Scrutiny Committee, Overview Committee and Housing Review Board by 30 April 2024 with their recommendations to come forward to Full Council during May 2024.
4. That the Scrutiny Protocol be approved.

119 Exmouth Emergency Wall Project

The Chair of Council confirmed that in accordance with Standing Orders regulating the proceedings of the Council meeting that procedure rule 3.2 (Business: At an extraordinary meeting the business to be conducted shall be limited to a single item of business or motion, full details of which shall be set out on the summons calling the meeting) be **SUSPENDED** (Motions without Notice 11 m) to suspend a particular procedure rule). The suspension and amendment of Council procedure rules (20.1 can be suspended if at least one half of the whole number of members of the Council are present).

The Monitoring Officer confirmed that sufficient members were in attendance and the procedure rules were suspended.

The Portfolio Holder presented a report setting out the situation in Exmouth regarding the emergency repairs to the sea wall and to seek approval for decisions on the repairs and a request for additional funding.

Members were advised

1. Although there could be a £75k saving, specifying thicker sheet piles at this point will give greater flexibility in selecting cladding in the future, to give the wall a 100year design life.
 2. Although undesirable, from a business, visitor and residents' perspective, the benefits outweigh the negatives for a March start, with late-May Finish.
 3. Due to uncertainties regarding the future of the placemaking of Queens Drive space, and the existing concessions and their leases, we cannot commit to design and construction without delay to the failed eastern section.
 4. If weekend working is permitted, it will reduce the overall duration on site, reducing impact.
 5. Cross service officer work is required to ensure phase 2 can begin before plans are finalised for any future Exmouth Seafront Placemaking plans, and to do so, phase 2 will need to work on assumptions and may require difficult decisions to be made regarding this section of wall.
 6. Unlike most large construction schemes which are years in the making, this scheme has had rapid development, and to keep momentum, and meet deadlines, we may need to make major decisions that cannot wait for cabinet cycles.
 7. Project costs have increased largely due to poor ground conditions following surveys so previously agreed expenditure needs to increase.
 8. The original £1.1m estimate for the whole wall (without cladding) was based on assumed better ground conditions than found. Therefore Phase 2 and cladding will need to be funded from further budget increase at a later date.
1. As the project has progressed additional research and design has been required.

During consideration of the report members made the following comments:

- importance of understanding which projects would be deferred as a result of the decision on this proposal.
- Members were advised that the implications on other projects were currently unknown and the implementation of the sea wall repairs would reduce funding available through the Capital Programme projects in 2025/2026.

- further proposals to be reported to members in respect of Phase 2 of works to the sea wall.
- important to consult with the public and other stakeholders.
- implications for council finances and impacts on tourism
- implications on members of the Planning Committee being pre determined by supporting the decision to fund the repair works to the sea wall. The Monitoring Officer confirmed that as this decision related to the funding of the repair works members of the Planning Committee would only be pre determined if they did not come with an open mind when the matter was before that Committee.
- importance of regular monitoring of all sea walls along the East Devon coastline. It was confirmed that all sea walls were subject to an annual inspection and in the case of Exmouth sea wall this had been exacerbated by recent severe weather conditions.
- as the position with any grant funding from central government had not yet been confirmed the Leader of Council should write to the MP for Exmouth calling on them to lobby Government to ensure funding for these essential works could be recouped to minimise the impacts on Council funding.
- invite Scrutiny Committee to carry out a scrutiny review to interrogate the reasons relating to the failure of the sea wall.

Cllr John Loudoun proposed an additional wording to the recommendations:

that council agrees to refer this matter to scrutiny committee in order that it can interrogate the reasons relating to the failure of the sea wall and the previous approval that led to business and associated infrastructure being built next to it.

The additional wording and recommendations were seconded by Cllr Mike Goodman.

The recommendations having been proposed by Councillor John Loudoun and seconded by Councillor Mike Goodman and having duly been put was carried by a majority show of hands.

The Council **RESOLVED:**

1. That council notes the decision to specify sheet piles of in-excess of 50year design life, which enables greater options for future cladding. This decision has changed since the previous cabinet report.
2. That council notes that the works will be phased, with the eastern section work (phase 1) being undertaken this March 2024, and the western section being deferred until all remaining risks can be mitigated, with the earliest start being September 2024.
3. That council notes that the eastern section works (Phase 1) proceed starting in March, with the aim to finish late-May.
4. That council notes that decisions will have to be made regarding the completion of phase 2, without the benefit of knowing the outputs of the larger Exmouth Seafront Placemaking strategy.

5. That council notes that optional weekend working is undertaken to reduce duration on site.
6. That council resolves to increase funding of Phase 1 only to £1.5m (from £1.1m for both Phase 1 and Phase 2 of the wall)
7. That council notes that a further request for funding will be needed to progress phase 2 and cladding.
8. That council notes the need for a further exemption to contract standing orders to allow the direct award contract to Moffat and Nichol (consultant) from due to the increase from £60k to £200k (within existing project budget outlines in recommendation 6)
9. That council notes that expenditure on the contract to Moffat and Nichol has exceeded £100k
10. that Council refer this matter to the Scrutiny Committee in order that it can interrogate the reasons relating to the failure of the sea wall and the previous approval that led to business and associated infrastructure being built next to it.

Attendance List

Councillors present:

P Arnott	P Fernley	J Loudoun
B Bailey	M Goodman	D Mackinder
J Bailey	D Haggerty	M Martin
I Barlow	S Hawkins	C Nicholas
K Blakey	P Hayward	J O'Leary
K Bloxham	J Heath	T Olive
V Bonetta	N Hookway	H Parr
C Brown	S Hughes	S Richards
J Brown	B Ingham	H Riddell
A Bruce	S Jackson	M Rixson
M Chapman	R Jefferies	E Rylance
R Collins	V Johns	S Smith
O Davey	G Jung	A Toye
T Dumper	D Ledger	S Westerman
P Faithfull	Y Levine	

Officers in attendance:

Simon Davey, Director of Finance

Tracy Hendren, Director of Housing, Health and Environment

Andrew Hopkins, Corporate Lead - Communications, Digital Services and Engagement

Andrew Melhuish, Democratic Services Manager

Melanie Wellman, Director of Governance & Licensing (Monitoring Officer)

Councillor apologies:

C Burhop

S Chamberlain

I Chubb

B Collins

C Fitzgerald

S Gazzard

A Hall

M Hall

M Hartnell
M Howe
J Kemp
T McCollum
J Whibley
D Wilson
E Wragg

Chair

Date:

EAST DEVON DISTRICT COUNCIL**Minutes of the meeting of Planning Committee held at Council Chamber, Blackdown House, Honiton on 27 February 2024****Attendance list at end of document**

The meeting started at 10.03 am and ended at 12.05 pm. A brief adjournment took place between 11.13 am and 11.22 am.

In the absence of the Chair, Councillor Eileen Wragg, the Committee agreed to Councillor Sarah Chamberlain being the Chair for this meeting and to Councillor Yehudi Levine being Vice Chair.

117 Minutes of the previous meeting

The minutes of the Planning Committee held on 30 January 2024 were confirmed as a true record.

118 Declarations of interest

Minute 124. 23/1752/FUL (Minor) EXMOUTH LITTLEHAM.

In accordance with the Code of Good Practice for Councillors and Officers dealing with planning matters as set out in the constitution Councillor Brian Bailey advised lobbying in respect of this application.

Minute 125. 22/2717/FUL (Minor) EXMOUTH LITTLEHAM.

In accordance with the Code of Good Practice for Councillors and Officers dealing with planning matters as set out in the constitution Councillor Brian Bailey advised lobbying in respect of this application

119 Matters of urgency

There were none.

120 Confidential/exempt item(s)

There were none.

121 Planning appeal statistics

The Committee noted the Development Manager's report which included the withdrawal of an appeal for planning application 22/2533/MOUT – land north of Oak Road, West Hill for the erection of 23 dwellings.

The Committee received an update on the public inquiry for the battery storage unit at Pound Lane, Hawkchurch. The Development Manager advised the Inspectorate had dismissed the appeal on health and safety and environmental reasons.

The planning applications below followed the revised running order.

122 23/2242/VAR (Major) BROADCLYST

Applicant:

Mr Paul Withers (Eagle One MMill Ltd.)

Location:

Land to the east of Anning Road/Tithebarn Way, Redhayes, Exeter.

Proposal:

Variation of Condition 22 (requiring the development to connect to the Decentralised Energy Network) of planning permission 21/3148/MOUT (up-to 6000 sqm of office development) to allow flexibility for alternative heating options to be considered.

RESOLVED:

Refused as per officer recommendation.

123 **23/1752/FUL (Minor) EXMOUTH LITTLEHAM**

Applicant:

Mr & Miss Oliver & Meg Bridge & Barnett.

Location:

Units 6 & 7 Sideshore, Queens Drive, Exmouth, EX8 2GD.

Proposal:

Retention of external decking area to provide additional seating.

RESOLVED:

1. Refused as per officer recommendation.
2. That action to remove the decking and all associated works which have been undertaken be authorised and that the landscaping as previously approved be reinstated.

124 **22/2717/FUL (Minor) EXMOUTH LITTLEHAM**

Applicant:

Mr A Douglas.

Location:

13 Foxholes Hill, Exmouth, EX8 2DF.

Proposal:

Construction of a detached 2 x bed dwelling with associated parking and amenity space (including sections/topography plan/access and egress)

RESOLVED:

Approved with conditions as per officer recommendation.

125 **23/2722/FUL (Minor) BROADCLYST**

Councillor Simon Smith joined the meeting.

Applicant:

Ms Naomi Harnett (EDDC).

Location:

Exeter Science Park, Clyst Honiton.

Proposal:

Proposal for a new building to house an energy substation with associated vehicle access, boundary fencing, external works, infrastructure and landscaping.

RESOLVED:

Approved with conditions as per officer recommendation.

126 **23/2639/FUL (Minor) SIDMOUTH TOWN**

Applicant:

Mr & Mrs G Symington.

Location:

28 Connaught Road, Sidmouth, EX10 8TT.

Proposal:

Single storey side/rear extension.

RESOLVED:

Approved with conditions as per officer recommendation.

Attendance List

Councillors present:

B Bailey
I Barlow
C Brown
J Brown
A Bruce
S Chamberlain (Vice-Chair)
J Heath
Y Levine
E Rylance
S Smith
D Wilson

Councillors also present (for some or all the meeting)

N Hookway

Officers in attendance:

Wendy Ormsby, Development Manager
Damian Hunter, Planning Solicitor
Wendy Harris, Democratic Services Officer
Liam Fisher, Senior Planning Officer
Lynne Shwenn, Senior Development Control Officer
Gavin Spiller, Principal Planning Officer (West)
Anita Williams, Principal Solicitor (Deputy Monitoring Officer)
Emerald McGuire-Febey, Assistant Planning Officer

Councillor apologies:

S Gazzard
D Haggerty
A Hall
M Howe
E Wragg

Chairman

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held at online via zoom on 4 March 2024

Attendance list at end of document

The meeting started at 9.32 am and ended at 12.19 pm

22 Notes from the previous meeting

The notes of the previous meeting held on the 4 December 2023 were agreed subject to a typographical error being corrected.

23 Declarations of interest

Cllr Ian Barlow; Affects NRI: Acquaintance of owner of garden centre in location area of masterplan

Cllrs Cherry Nicholas, Olly Davey and Nick Hookway: Affects NRI: Member of Exmouth Placemaking Group and Exmouth Town Council

Cllrs Jenny Brown and Tony McCollum: Affects NRI: Member of Honiton Town Council

24 Public speaking

None.

25 Matters of urgency

None.

26 Confidential/exempt item(s)

There was one item agreed for discussion in private session listed under minute 32.

27 Place and Prosperity Team update

A Project Manager for Place and Prosperity gave a project update to the Forum, covering:

- Depot review
- Public toilets, Sidmouth
- UKSPF Feasibility Studies
- Seaton and Axminster Employment Sites
- Seaton Moridunum

In response to questions about Camperdown Depot, in particular in relation to the potential of the site, the Forum were reminded of the scope of the depot review. The existing uses of these sites were being examined to determine the sites operational value, in terms of being fit for purpose and optimising service delivery.

The contracted consultants on this project were expected to provide their report in April, with a view to a report to Cabinet in the summer of 2024 providing the outcomes of the

review and recommendations for next steps. With the information presented through commissioning this work, it will enable Members to make informed decisions on next steps.

Officers confirmed that discussion with other bodies, such as the County Council and Exmouth Town Council, would take place as and when required.

In regard to the toilets at Port Royal in Sidmouth, the Forum were reminded of the protracted negotiations for the current proposal. Work was still underway on consultation with the Environment Agency, prior to the submission of a planning application for the works.

The Forum noted the report.

28 **Exmouth Placemaking update**

The Project Manager for Place and Prosperity who is leading on projects in Exmouth provided the Forum with an update report, which set out the stages already completed, and the next steps.

In addition, the report covered the recent update on car park signage, and the events held in the area in the previous season.

Members welcomed progress towards the final placemaking plan for Exmouth, welcoming the clear denotation of the steps involved and the transparency for the local community to see progression.

The Forum noted the report.

29 **Property and FM Team update**

Due to the workload of the Property and FM team, there had not been sufficient resource to complete a statistical report for the agenda. The Forum therefore received a verbal update from the Assistant Director - Place, Assets and Commercialisation.

This included an improvement on the landlord health and safety compliance work rising from 92% reported at the previous meeting, to 97% (exceeding the target of 90%). The capital projects were also on target.

The statistical report usually provided for the Forum would be completed and circulated to Members as soon as possible.

The Forum noted the verbal update.

30 **Estates Team update**

The Senior Estates Surveyor updated the Forum on work of the Estates Team, including:

- Seasonal leases at the Queens Drive Space and other seaside locations
- Revaluation of a significant portion of land and building assets
- Continued work to reduce the previous backlog of landlord and tenant, or acquisition and disposal cases, backlog now significantly reduced and numbers of live projects having reduced by more than 100, currently standing at 241

- Rolling out “green lease” clauses in new lease agreements
- Community Asset Transfer work in respect of one application for Jubilee Memorial Gardens, Jubilee cliff top hard standing play park, and Beach Court car park

The Chair gave credit to the team for the work in reducing the active cases, as well as their work with Beer Parish Council that had received local media interest. This put the Council in a positive light.

Discussion also took place over the work of the team in helping to upskill other services where capacity permitted.

The Forum noted the report.

31 **Public Toilets Update**

The report before the Forum set out an update on the review of public toilet provision, following recommendations by Cabinet on 3rd January 2024. This included:

- Setting up a working group of councillors, chaired by the Portfolio Holder for Finance and Assets to review the latest cost estimates to deliver the work and approach previously agreed by Cabinet in 2021 which set out the principles for the review.;
- Costs per square metre for the planned Category A upgrades remained at roughly the same level, but the overall cost projection of this first phase had increased due to the larger size and accessibility needs of each of the sites, again in accordance with the principles agreed by Cabinet. Inflation has impacted on cost, but the increase itself can be apportioned to the larger footprints now proposed;
- DLUHC Changing Places funding extension request had been approved on 26 February and a formal variation to contract was awaited;
- Expected timeframe for works on Category A sites would be April through to July and with temporary facilities being explored.
- Category B and C transfer terms reminder and progress on meetings with individual town and parish councils.

Members raised concerns over the potential of public backlash in locations where some toilet sites would close. Members were reminded of the decision of Cabinet and the improvement of facilities agreed principles. Communication plans would help inform the public on the reasons for the changes. Site fencing would also consider carrying visuals of the completed works.

In response to a question about the toilets at Lace Walk, it was confirmed that live monitored CCTV was being considered. This was due to the repeat vandalism at that site.

The Forum noted the report.

32 **Masterplan for Hayne Lane**

The confidential report was debated by the Forum and other attending Members, including Ward Members.

The options under the masterplan relating to bring forward an economic development opportunity on the site were discussed. A range of uses and opportunities were suggested.

In light of further information required relating to the site and possible uses, the Forum agreed that an additional report was required to expand on the discussions already undertaken.

RESOLVED to defer the matter, so that a further report on the Hayne Lane Masterplan expanding on options be presented to an additional meeting of the Asset Management Forum as a matter of urgency.

Attendance List

Councillors present:

P Arnott
O Davey
P Hayward (Chair)
T Olive

Councillors also present (for some or all the meeting)

I Barlow
J Brown
P Faithfull
C Fitzgerald
N Hookway
R Jefferies
G Jung
T McCollum
C Nicholas
M Rixson
E Rylance

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Commercialisation
Rob Harrison, Senior Estates Surveyor
Alison Hayward, Project Manager Place & Prosperity
Debbie Meakin, Democratic Services Officer
Gerry Mills, Project Manager Place & Prosperity (Exmouth)

Councillor apologies:

M Hall

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Strategic Planning Committee held at Council Chamber, Blackdown House, Honiton on 5 March 2024

Attendance list at end of document

The meeting started at 10.00 am and ended at 1.20 pm. A brief adjournment took place at 11.57 am reconvening at 12.13 pm.

69 Minutes of the previous meeting

The minutes of the Strategic Planning Committee held on 13 February 2024 were confirmed as a true record.

70 Declarations of interest

There were no declarations of interests.

71 Public speaking

There were no members of the public that wished to speak.

72 Matters of urgency

There were no matters of urgency.

73 Confidential/exempt item(s)

There were no confidential or exempt items.

74 Local Plan Timetable Update Report

The Committee considered the Assistant Director – Planning Strategy and Development Management's report that gave an update on the local plan making progress which was currently behind schedule by two weeks to take into account the Green Wedge Workshop that Members agreed at the meeting in February.

Members noted that the addendum Regulation 18 consultation would now be launched after the Strategic Planning Committee meeting on 2 April which would allow for any further work to be completed.

The Assistant Director – Planning Strategy and Development Management sought Members guidance to the preferred approach to the consultation and whether they wished officers to encourage responses through the Commonplace software or by other means of engagement such as the council's website, newsletters, webinars with town and parish councils or direct engagement with officers.

Members guidance was also sought on the climate change chapter of the Local Plan. The Assistant Director – Planning Strategy and Development Management referred to the recent Government actions to control building standards through Building Regulations and sought guidance about whether members would prefer to follow Government's guidance or remain with the zero carbon approach which would require

further work to be completed to gather evidence to promote this as a key policy in the Local Plan.

Points raised during discussion included:

- Will there be village hall drop in events again and have lessons been learned from the last consultation? The Assistant Director – Planning Strategy and Development Management sought clarity from Members about what they wanted to do as it was noted in the report that face-to-face engagement had received a mixed response with an expectation that more information would have been provided than was available on-line. He suggested that due to the limited scope of the consultation there was limited need for face-to-face engagement but suggested if required, that officers would be happy to provide town and parish councils with materials needed if they wanted to hold their own event.
- Disappointment was expressed about the Government actions on climate change as it is important to ensure houses are being built to the best possible standard. How can this be achieved if the policy is not in the new Local Plan. The Assistant Director – Planning Strategy and Development Management acknowledged the need to deliver low carbon developments and sought clarity from Members about how far they wanted to push against Government which in turn could jeopardise the Local Plan at examination.
- Clarity was sought on what the consultation would focus on. The following list was confirmed:
 - Additional housing sites
 - Green Wedges
 - Additional employment sites
 - Boundaries for Coastal Preservation Areas
 - Boundaries for Clyst Valley Regional Park
 - Town Centre Policies
- Reference was made to Devolution and having the right homes in the right places and whether this would have an impact on the new Local Plan.
- Clarification was sought on whether a response had been submitted to the consultation of the Future Homes Standard and whether the letter had been signed to the Town and Country Planning Association letter. The Assistant Director – Planning Strategy and Development Management confirmed that these were urgent items to do.
- There is a need to put pressure on developers to build zero carbon homes.
- Preference was expressed for a zero carbon policy.
- To build zero carbon homes would add extra costs for developers which would raise the prices of homes and make them unaffordable for people on low incomes.
- Agree that in principle we should be building zero carbon homes but in reality this will be difficult until everyone is working to the same standard and for Building Regulations to be done on a national basis.
- It was suggested that the consultation could be sent to every household in East Devon by putting a QR code on a tag which could be left on the refuse bin after they are emptied.
- It was suggested to amend Recommendation 3 to read:
'To request that officers undertake the necessary work to robustly defend the approach to zero carbon development contained within Strategy 28 of the Regulation 18 Local Plan and the work on suitable areas for wind energy contained in the proposed Strategy 31'. In response the Planning Solicitor advised that the generalised wording in Recommendation 3 would allow officers more flexibility and suggested a slightly amended version:

'That Committee wish to pursue a policy approach in the new Local Plan that sets out local plan policy on energy efficiency standards/approaches that exceed those of building regulations.

Councillor Mike Howe proposed Recommendation 1 and 2 as written and the amended Recommendation 3 as suggested by the Planning Solicitor. This was seconded by Councillor Todd Olive.

RESOLVED:

1. The ongoing work on local plan production as summarised in the update report be noted.
2. The proposed approach to additional local plan consultation in April and May be agreed.
3. That Committee wish to pursue a policy approach in the new Local Plan that sets out local plan policy on energy efficiency standards/approaches that exceed those of building regulations.

75 **Consultation on Housing Sites**

The Committee considered the Assistant Director – Planning Strategy and Development Management's update report which proposed 13 additional housing sites, subject to the Regulation 18 consultation, to be included in the new Local Plan. Members noted that following officer assessment it was proposed that six sites were preferred site allocations, six sites were rejected, and the final site was a second choice site. A summary of these sites was detailed in the table at paragraph 2.3.

The Assistant Director – Planning Strategy and Development Management sought delegated authority to make some necessary changes to an amendment for assessment for site BrcL_31 – Land at Mosshayne Lane, Pinhoe. Officers had been recently advised that the joint landowner who owns part of the south eastern side of the site did not want that to be part of the consultation and that it should be removed from the new Local Plan. Members noted that this reduction in size would require a modest reduction in housing numbers.

Points raised during discussion included:

- Clarification was sought on the number of houses that would be lost at Land at Mosshayne Lane, Pinhoe. The Assistant Director – Planning Strategy and Development Management advised that the housing numbers would need to be reassessed and acknowledged this would have an impact on the numbers.
- Reference was made that the Mosshayne Lane site was urban sprawl and it was questioned whether this site should be allowed so close to the edge of Exeter. It was advised this land and other land proposed were sustainable due to their proximity to Exeter and are seen as strategic growth on the edge of the city.
- A general point was made that the sites proposed were clustered around built up areas and all rural areas had been rejected because of constraints. It needs to be acknowledged that the council is aware of the housing needs in villages and the countryside. In response the Vice Chair advised that rural parishes need to get a neighbourhood plan which would identify what development communities would like delivered.
- Clarification was sought on paragraph 2.1 and the 38 additional housing sites and whether these had been submitted by a third party as only one garage in Millwey Rise site had been identified out of the five garage sites. It was advised these

could possibly come through as windfall sites as these would be small sites of less than 5 houses.

- Reference to Axmi_17 – land at Millwey, Chard Road (EDDC land) and clarification was sought as to whether this was submitted by an officer or a third party as there appears to be inconsistencies in the shifting of sites. These details were not to hand but the Assistant Director – Planning Strategy and Development Management advised land was usually put forward by the landowner.
- The site details for land at Mosshayne Lane has the address as Pinhoe, this is incorrect as it is in Broadclyst.
- There is a need to consider the benefits of development but policies do not permit this. Do policies outweigh benefits through the Localism Act.
- Axmi_24 – land west of Prestalier Farm, Beavor Lane, Axminster – this area has a risk of flooding and should not be included in the site allocation.
- It was suggested that the Mosshayne Site should have a Green Belt or a Green Wedge to stop the coalescence between Exeter and East Devon.

Councillor Dan Ledger proposed the recommendation as written with an additional recommendation as follows which was seconded by Councillor Mike Howe: 'That EDDC's Housing Service and Assets Service take a further look into all of the council's available sites and provide a final list of sites for the Assistant Director – Planning Strategy and Development Management, Chair and Vice Chair to consider for inclusion in the consultation. Delegated authority to also be given to the Assistant Director – Planning Strategy and Development Management, in consultation with the Chair and Vice Chair, to amend any site allocations if deemed unsuitable due to flood risks or other factors'. Councillor Ledger also asked for all committee members be sent a completed list of the sites that have been rejected explaining at what point the rejection took place and for what reason.

Councillor Ledger advised that a lot of changes had taken place within the Housing Department and he wanted to make sure that everything was being done to increase social housing for residents as this was one of the key council priorities and confirmed that he was comfortable if the consultation was pushed back 2-3 weeks to ensure of the necessary work had been completed.

The Assistant Director – Planning Strategy and Development Management advised he was happy to send a link to the site assessment work to Committee Members and suggested that Members contact him directly if they considered some sites previously rejected merited further assessment.

He raised concerns about going back to departments to submit further sites and reminded Members there had already been two call for sites. He urged Members to consider the implications that if more sites were to come forward there could be significant implications to the timetable which would delay the Regulation 18 Consultation which could jeopardise the Local Plan being examined under the current Regulations

RESOLVED:

1. That Committee agree to consult on the housing sites detailed in this report as part of the Regulation 18 Addendum consultation planned to start in early April subject to delegated authority to the Assistant Director – Planning Strategy and Development Management to amend the details for the BRCL1-31 to remove the section of land that the landowner is no longer promoting.

2. That Committee request EDDC's Housing Service and Assets Service to take a further look into the council's available sites and provide a final list of sites for the Assistant Director – Planning Strategy and Development Management, Chair and Vice Chair of Strategic Planning Committee to consider for inclusion in the consultation.
3. Delegated authority be given to the Assistant Director – Planning Strategy and Development Management, in consultation with the Chair and Vice Chair, to amend any site allocations if deemed unsuitable due to flood risks or other factors.

76 **Topic Paper relating to Town Centres, Retail and Sequential Test in the new Local Plan**

The Committee considered the Assistant Director – Planning Strategy and Development Management's report that sought Members endorsement of the topic paper on the council's approach to ensure that East Devon's eight town centres continue to thrive and meet shopping, leisure and service needs. He advised these would be included in the Regulation 18 Consultation and drew Members attention to the proposed wording to policies relating to town centres detailed on page 70 onwards.

The Assistant Director – Planning Strategy and Development Management referred to the threshold for the sequential test. This test would be applied to developments coming forward outside of town centres and would require applicants to demonstrate that their use cannot be accommodated within the town centre or closer to the town centre as this would detract from the function of the town centre itself. It was proposed to retain the current lower threshold of 500 sqm. than that detailed in the NPPF.

Comments made by Members during discussion included:

- Town centres are changing rapidly and are now becoming more of a social space.
- Reference was made to the Cranbrook Town Centre Consultation and urged caution to not raise public expectations as these cannot be met as funding was not available.
- It was questioned whether the size of town centres need to be reduced to free up areas for development.
- There is a need to look at out of town permissions such as farm shops as these could impact on town centres.
- There is a need to look at other services such as dentists and playschools.
- There is a need to look at proposals to reduce shop sizes and ensure that they remain usable.
- Empty shop buildings need to be made into residential.
- There is a need to encourage residential accommodation above shops.

RESOLVED:

1. That the topic paper supporting the policies of the Local Plan set out in appendix 1 of this report be endorsed.
2. That the draft Town Centre and Primary Shopping Areas, drawn in accordance with the methodology set out in the topic paper be subject to public consultation.

77 **East Devon Playing Pitch Strategy**

The Committee considered the Assistant Director – Planning Strategy and Development Management's report that updated Members on the production of the Playing Pitches Strategy and its likely outcomes with sports pitch provisions in towns.

The Assistant Director – Planning Strategy and Development Management advised that a more detailed report would be going to Cabinet on 27 March for Members to agree what role the Council should play in the delivery of the Strategy and to understand the resourcing issues before being able to move forward and finalise the Strategy.

Comments made by Members included:

- There is a clear need to progress this Strategy as the last Strategy was finalised in 2015 and since then there has been a growth in housing numbers.
- There is a lack of suitable sites and existing pitches are over played.
- There is a need for more training pitches.
- The report does not refer to the LED Monitoring Forum that had commissioned Strategic Leisure and clarification was sought about whether this had been a been considered. The Assistant Director – Planning Strategy and Development Management confirmed that close work had been done with the Assistant Director – Countryside and Leisure and his team to join up all the different services.
- Other facilities such as parking and changing rooms needs improvement and updating.
- A lot of pitches are not mentioned in the report which makes this a misleading document.
- Indoor sports pitches were not covered in the report.
- There is an opportunity for a shared service for many different clubs so that clubs can stay in the same community.
- How is the Strategy going to make a difference to villages? West Hill residents cannot share access with the school. The Assistant Director – Planning Strategy and Development Management advised that villages had not been forgotten and would be included in the final document.
- Cranbrook needs to be included in the list to help understand what will be delivered. In response it was advised Cranbrook would be included in the list.
- The list detailed in paragraph 1.5 is not exhaustive and there is a need to provide pitches for sports that are not that well known.

Councillor Dan Ledger proposed Recommendation 1 and 3 and proposed the following resolution for Recommendation 2.

‘Request that Cabinet at their meeting on 27 March 2024 bring forward costings for dedicated officer resource to fully work up the project to see the delivery of both Strategies.’

Councillor Ledger advised it was a key amenity which the council needs to start delivering for all East Devon residents.

The recommendations were seconded by Councillor Mike Howe.

In response the Assistant Director – Planning Strategy and Development Management advised that as the report to Cabinet on 27 March would not have those specific details. Members could make a recommendation to Cabinet along the lines that they wish to see a resource put into this area of work to help support the delivery and enhance the additional sports pitch provision in the district.

Councillor Ledger said he was happy with the Assistant Director – Planning Strategy and Development Management’s suggestion but emphasised the need for a timeframe to be included.

RESOLVED:

1. That the ongoing work on production of the Playing Pitch Strategy be noted and that in principle support be provided for the work to date and direction of travel.
2. To note that following resolution of the Council's role in delivering the new Playing Pitch Strategy and the resourcing of this work, a strategy to address the issues highlighted by the work will be developed with the sports governing bodies and clubs to be brought back to Committee as a final draft of the Strategy in the summer.

RECOMMENDED TO CABINET:

That Strategic Planning Committee recommend to Cabinet that the Council should play a role in the delivery and enhancement of the playing pitch provision within the district and that resources should be put in place to enable this work.

Attendance List

Councillors present:

J Bailey
K Blakey
B Collins
O Davey (Chair)
P Hayward
M Howe (Vice-Chair)
B Ingham
D Ledger
Y Levine
T Olive
H Parr

Councillors also present (for some or all the meeting)

P Arnott
I Barlow
C Brown
J Brown
R Collins
P Faithfull
R Jefferies
G Jung
M Rixson

Officers in attendance:

Ed Freeman, Assistant Director Planning Strategy and Development Management
Damian Hunter, Planning Solicitor
Wendy Harris, Democratic Services Officer

Councillor apologies:

B Bailey
P Fernley
C Fitzgerald
M Hartnell

Chairman

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Licensing and Enforcement Sub Committee held at Council Chamber, Blackdown House, Honiton on 6 March 2024

Attendance list at end of document

The meeting started at 9.30 am and ended at 11.24 am

42 Minutes of the previous meeting held on 21 February 2024

The minutes of the meeting held on 21 February 2024 were agreed and signed as a true record.

43 Declarations of interest

There were no declarations of interest.

44 Matters of urgency

There were no matters of urgency.

45 Confidential/exempt items

There were no confidential / exempt items.

46 Determination of an application for the grant of a premises licence to permit licensable activities at the Sidmouth Folk Festival event in Blackmore Gardens and Peacock Lawn, Blackmore Drive, Sidmouth EX10 8LA

The meeting was a hearing under the Licensing Act 2003.

The Chair introduced the members of the Sub Committee and the Officers present.

The Sub Committee's Legal Advisor, Giles Salter, outlined the procedure for the meeting.

The Sub Committee considered the application for the grant of a premises licence to permit licensable activities at the Sidmouth Folk Festival event in Blackmore Gardens and Peacock Lawn, Blackmore Drive, Sidmouth EX10 8LA.

The applicant, Sidmouth Folk Week Productions Ltd, entitled to make representations, was represented by John Radford of JR Event Services Ltd.

Also present, and entitled to make representations, was the interested party, Stephen Pemberton.

Paper copies of a previously circulated submission from Mr Pemberton were tabled at the meeting.

The Licensing Officer introduced the application which covered the period Friday 2 August to Friday 9 August 2024 as set out on page 7 of the report. Four representations had been received from local residents, all relating to public nuisance.

The Licensing Officer drew the Sub Committee's attention to the following points:

- Two sound recordings, taken on a mobile phone at a residential property in Coburg Terrace, had been submitted in support of one of the representations. The recordings had been seen by the applicant.

The sound recordings were played.

- The recordings were of a different event, the Sidmouth Jazz and Blues Festival, with a different applicant.
- Representations referred to licensed hours in previous years and the licence for 2023 was included on page 61 of the report for comparison.
- The applicant had engaged with Environmental Health (EH) prior to submitting the application in line with best practice.
- Noise mitigation measures to address EH concerns were set out in Appendix H on page 64 of the report.
- A mediation meeting had been attended by Mr Radford and Mr Pemberton. Mr Radford had offered to consider adjusting the timings applied for in line with the previous year. This had not been acceptable to Mr Pemberton and no agreement had been reached at the mediation.

In response to a question from Members, the Licensing Officer advised that Blackmore Gardens and Peacock Lawn had been used in the same way at last year's event, although not in every previous year.

The applicant's agent and the interested party had no questions for the Licensing Officer.

The applicant's agent, Mr Radford, made the case for the application and highlighted the following points:

- The Sidmouth Folk Festival would be celebrating its 70th anniversary in 2024 and, since 2005 Blackmore Gardens had been used as a focus for folk music and dance; a creative hub at no cost.
- Dance ceilidhs had been introduced to help provide an income for the festival.
- The PA system had been in use at the venue over the past 10 years and the applicant had sought advice from Environmental Health to ensure that an appropriate noise management plan was in place.
- The applicant sought to ensure that sufficient methods of engagement were in place should any problems arise during the festival.
- In line with Police advice, staggered finish times would be in place.

In response to a question from Members regarding sound frequencies, the Environmental Health officer advised that a low heavy bass is not characteristic of folk music. Sound frequencies are not specified in licence conditions, however, levels can be altered on the sound desk.

The applicant's agent, Mr Radford, advised that the sound engineers would pre-set noise levels and, if adjustments are required, these are locked into the sound systems to provide control.

Responding to further questions from Members, the applicant's agent, Mr Radford, advised the following:

- Mr Radford is the Production Manager for this year's festival and has been involved since 1997, except for 2022 and 2023.
- Part of Mr Radford's role is to monitor what is happening at the various venues during the festival.

- Prior to 2020, in the previous 5 years there had been no formal complaints regarding noise.
- Mr Radford had previously worked with a number of residents to respond to their concerns, including visiting 3 properties and providing a personal phone number.
- A phone number would be published prior to the event to allow direct communication and faster mitigation should issues arise.

The Environmental Health officer confirmed that, going back to 2020, there had been no complaints.

In response to questions from the interested party, Mr Pemberton, the applicant's agent advised the following:

- Consultation was undertaken in line with all statutory requirements and a clear communications system was in place due to the longevity of the event.
- Folk music is amplified by electrical means which is different from electronic music.
- A direct phone line would be given out to anyone on request and this would be available 24 hours a day during the festival.

The interested party, Mr Pemberton, put his case which included the following points:

- The interested party had had the emergency phone number during previous years, but had not had any response.
- The interested party was concerned that the definition of consultation was too narrow and that local people would not be consulted properly.
- Concern was raised that there were inaccuracies on page 9 of the report dealing with representations and responses.
- The proposed finish time of 11.45pm was of real concern and a 10pm close would be considered more suitable.
- The interested party expressed dissatisfaction that there had been short notice by email of the mediation meeting and that it was a pity that a site visit had not taken place as other local residents would have attended.
- The location was completely wrong due to there being young families and a hospital with in-patient wards in the vicinity.
- Concern was expressed that the Licensing team has no ability to refuse or ameliorate an application.
- There was a lack of consultation in the broader sense and the Licensing Act was confusing on this point.
- There should be proper consideration given to ensuring that the genuine concerns of local residents are heard.

At the request of the Chair, the Legal Advisor set out the licensing process as per the legislation and advised that the Licensing team undertakes the administration for licensing purposes. The Police are the lead authority with regard to licensing objectives and would have made representations had they not been satisfied. The Environmental Health Officer advised that EH are the experts with regard to noise, and the lead authority on the licensing objective of the prevention of public nuisance. Environmental Health had been consulted on the application and had led with regard to noise levels. The event was covered by an agreed event management plan.

Local residents had been able to submit objections and attend the Sub Committee hearing where relevant objections would be given proper weight. The Legal Advisor was satisfied that due process had been followed and that the Sub Committee had all the information required to make its decision. The Licensing Act is a permissive act and it is for the responsible authorities to decide the balance between the application and residents' objections.

The Licensing Officer advised that, as per the legislation, the Licensing team had no right to turn down applications and that, where relevant, all matters would come to the Licensing Sub Committee for determination.

The interested party was of the view that the Licensing team should consider the barriers to consultation and act on the residents' behalf.

The Licensing Manager advised that anyone is entitled to submit an application and that the Licensing team carries out all of the required and necessary checks. The Licensing team would be acting outside its remit if it were to make a decision to reject an application.

In response to questions from Members, the interested party advised that when he had used the mobile phone number provided two or three times during the previous couple of years, there had been no response.

In reply, the applicant's agent confirmed that there had been a different production company in place in 2022 and 2023.

The Legal Advisor outlined the Police closure powers available and that a review could be requested by anyone affected by the event.

In response to a question from the Chair, the applicant's agent confirmed that his offer to adjust the timings applied for, as outlined during the mediation meeting, still stood.

In his closing statement, the applicant's agent confirmed that the application met all legal requirements.

The Chair thanked those present for attending and advised that the Sub Committee's decision would be notified in writing in five working days.

The meeting was adjourned temporarily at 10:46am to allow the Sub Committee to withdraw and consider the application.

The meeting reconvened at 11:12am.

47 **Determination of an application for the grant of a premises licence to permit licensable activities at the Sidmouth Folk Festival event at the location known as Betsy's Knapp, Corner of Bickwell Lane and Station Rd/Bulverton Rd, Sidmouth**

The Sub Committee considered an application for the grant of a premises licence to permit licensable activities at the Sidmouth Folk Festival event at the location known as Betsy's Knapp, Corner of Bickwell Lane and Station Road/Bulverton Road, Sidmouth.

The applicant, Sidmouth Folk Week Productions Ltd, entitled to make representations, was represented by John Radford of JR Event Services Ltd.

The interested party who had submitted representations was not present.

The Licensing Officer presented the report and noted that the application was for a time limited licence covering the period 2 to 9 August 2024, with different finish times for the

sale of alcohol, late night refreshment and entertainment into the early hours of 10 August.

It was noted that the hours applied for are the same as the previous year. One representation had been received and no mediation had taken place.

There were no questions from Members or the applicant's agent for the Licensing Officer.

The applicant's agent made the case for the application and noted that this out of town venue had been part of the Folk Festival for many years since 1997. The venue provided a late night social space serving the campsite. The PA system would face up the valley and significant ground work had been undertaken to mitigate any sound issues. The applicant had engaged with Environmental Health and a noise management plan was in place.

In response to a question from Members, the applicant's agent advised that he had last been involved in the event's production prior to 2020 and in 2019 there had been complaints from two residents which had been managed by the Festival organisers. Sound levels could be managed through the sound desk and were also sometimes affected by weather conditions.

The Environmental Health Officer advised that one complaint had been received in previous years regarding noise levels and that a management plan for 11pm to 7am had been introduced to ensure that there would be no sleep disturbance at sensitive properties nearby. Information regarding any complaints was fed back to the management team at the time and plans are living documents which can be adapted to deal with any issues.

The applicant's agent did not wish to make a closing statement.

The Chair thanked everyone for attending and advised that the Sub Committee would notify its decision in writing in five working days.

Attendance List

Councillors present:

K Bloxham (Vice-Chair)
R Jefferies
J Whibley (Chair)

Councillors also present (for some or all the meeting)

P Faithfull (Reserve Member)

Officers in attendance:

Lesley Barber, Licensing Officer
Rebecca Heal, Solicitor
Sarah Jenkins, Democratic Services Officer
Phillippa Norsworthy, Licensing Manager
Giles Salter, Solicitor
Louise Bennett, Licensing Officer

Zoe Jones, Licensing Officer
Ian Winter, Environmental Health Officer

Councillor apologies:

None

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Strategic Planning Committee held at Clyst & Otter Rooms, Blackdown House, Honiton on 12 March 2024

Attendance list at end of document

The meeting started at 10.00 am and ended at 12.50 pm. An adjournment took place at 11.28 am and reconvened at 11.40 am.

78 Declarations of interest

Members advised receiving lobbying communication from Mr Paul James who spoke during the public speaking section.

79 Public speaking

Paul James spoke on item 7 – Proposed Employment Sites for Consultation and addressed the Committee on site reference Wood_38 land adjoining Greendale Business Park to give his reflection on what businesses were facing due to current unavailability of employment land in East Devon.

Members were advised that the owners of Greendale Business Park who currently employs over 2,000 people and deliver vital services to East Devon had been approached by an applicant who wanted to consolidate three businesses and to operate from the business park as there were no other large suitable sites available. Unfortunately, Greendale were unable to accommodate this request due to being at full capacity and not being able to expand beyond its current boundary. Mr James advised that if the owners of the business park were permitted, they could expand the site sustainably and quickly and without the need to purchase any land which in turn would accelerate business rates contributions each year and increase job opportunities. Mr James urged Members to support the expansion of the business park to help local businesses to stay in East Devon which in turn would keep skilled jobs in East Devon and help maintain economic growth.

80 Matters of urgency

There were no matters of urgency.

81 Confidential/exempt item(s)

There were no confidential or exempt items.

82 Creation of Local Plan Member Working Group

The Committee considered the Director of Governance and Licensing's report that sought Members agreement to the setting up of an informal working group to oversee the development of the East Devon Local Plan. The working group would be made up of the Leader of the Council, Chair and Vice Chair of the Strategic Planning Committee and four other members of the Committee.

The Director of Governance and Licensing reassured Members that the working group, which would meet on a regular basis every 2-3 weeks during the day, would simply be to

oversee the progress to ensure it keeps to the timetable and that it would not make any decisions in respect of the process of the Local Plan.

Discussion covered:

- Need to be flexible on the time on the meeting to accommodate Members who work during the day.
- What is the purpose of the working group if it will not be making decisions. It was advised that its purpose was to make sure the progress of the Local Plan was going in the right direction.
- Need to involve more Members to help set the direction.
- Some Members supported the need for the working group as it would help steer direction.
- Need to agree the principles of the working group.
- Some Members did not support the need for a working group expressing their concerns about it being done behind closed doors which could be perceived by members of the public that the direction of the Local Plan was being influenced which could damage the council's reputation.
- It was questioned whether there was capacity for regular meetings.
- Members were in support of the suggestion to invite specific ward members to discuss specific areas with the working group.

The Assistant Director – Planning Strategy and Development Management acknowledged Members concerns and advised that the working group would help to keep the Local Plan progress on track and would also help to join up all the different elements of the Local Plan as they were all interconnected.

Following discussions, the Planning Solicitor emphasised that if Members agreed to the Working Group it should proceed without delay and requested a show of hands of Members who would be interested in joining the group.

RESOLVED:

The Committee agreed to set up an informal Local Plan Working Group to oversee the development of the East Devon Local Plan and agreed that the Working Group should be made up of the Leader of the Council, Chair and Vice Chair of Strategic Planning Committee, Councillor Brian Bailey (Exmouth Ward Member), Councillor Jess Bailey (West Hill Ward Member), Councillor Todd Olive (Whimple and Rockbeare Ward Member) and Councillor Dan Ledger (Seaton Ward Member).

83 Proposed Employment Sites for Consultation

The report presented to Members provided an update on the proposed 'new' employment sites that had been assessed following a clear steer from the Greater Exeter Economic Development Needs Assessment on employment needs across the area.

It identified 80 hectares of additional employment land with an accompanying assessment of around 50 hectares based on the needs-based market made through enquiries. Members noted that the figure for current and future employment needs would be in the region of between 80 – 130 hectares.

The existing and proposed employment site allocations for Members consideration were outlined in appendix 1 which totalled 119.48 hectares of employment land which did not include an additional 35.9 hectares of land at Cranbrook and the second new community that could be allocated in the new Local Plan.

Members were also asked to consider whether the employment sites assessed in appendix 2 should be included in the Regulation 18 Addendum Consultation including some proposed draft wording on policy.

The Assistant Director – Planning Strategy and Development Management updated Members on GH-ED-43 and asked for delegated authority to make some minor amendments and corrections to the site assessment following recent works completed to Long Lane and the amendments to the bus routes in that area.

Discussion covered:

- A concern was raised that a lot of development was being proposed on green spaces.
- A concern was raised that a lot of employment sites were being proposed close to Exeter which closes the gap between Exeter and East Devon. The Assistant Director – Planning Strategy and Development Management advised that land in the eastern side of the district had been put forward during the first consultation so there was a good spread across the whole of the district.
- On behalf of Woodbury residents, the Portfolio Holder for Coast advised that the suggestion of Greendale Business Park being expanded further would not be beneficial and was not supported.
- Where is the economic opportunity for the eastern side of the district.
- Clarification was sought on Polt_04 and Polt_05 detailed on pages 54 – 58 and whether these two sites would be considered as one site. It was advised the two parcels of land had been put forward separately and therefore would be considered as separate.
- Need to consider potential pressures from other districts.

RESOLVED:

That the employment sites detailed in this report were to be consulted on as part of the Regulation 18 Addendum consultation planned to start at the beginning of April and that delegated authority be given to the Assistant Director – Planning Strategy and Development Management to make any necessary minor changes prior to the consultation.

84 **Designated Neighbourhood Area Housing Requirement in the new Local Plan**

The Committee considered a full detailed technical report that set out two options for calculating the housing requirement figures for each designated neighbourhood area based on whether to include a windfall allowance or to not include a windfall allowance.

The Assistant Director – Planning Strategy and Development Management referred to the summary table in Appendix 1 Figure 2 that gave an indication of the likely figures for each area but advised Members this would require updating before the publication of the draft Local Plan.

He also referred to Appendix 2 which was a technical report that set out the context for the work which provided information on the policy position, lessons learned from other Local Plans which apply to East Devon and the assessments of each option. This was accompanied by Appendix G a summary table of Designated Neighbourhood Area Housing Requirement areas that set out how the figures had been calculated and which sites had been included.

Discussion covered:

- Members welcomed the detailed and informative report.
- Clarification was sought on some sites that were very close to different towns and how this would determine which town these sites would fall under. It was advised that the report had stated that the Designated Neighbourhood Areas would coincide with parish boundaries.
- It is important to be clear in Appendix 1 that the figures proposed will not require any more sites to be designated within neighbourhood areas.
- Clarification was sought whether the figures would change if planning permission was granted.
- There is a need to consider Coastal Preservation Areas and only development in these areas if there is a specific reason.
- Concerns were raised about some housing requirement figures in towns and villages.
- Clarification was sought on whether Members would be required to make decisions about what areas would have housing. The Assistant Director – Planning Strategy and Development Management advised that Members were only required to agree the methodology today and the figures presented were merely illustrative figures to help understand how the methodology works.
- Some concerns were raised that some communities will be swamped with houses.

Councillor Paul Hayward and Councillor Bethany Collins left the meeting during discussions.

RESOLVED:

1. That the technical report (Appendix 2 of this report) be endorsed as evidence setting out the rationale for the selection of the reasonable alternatives and as the basis for the calculation of Designated Neighbourhood Area Housing Requirement figures in the emerging Local Plan.
2. To note the calculations for Designated Neighbourhood Area housing requirement (Appendices F and G of the technical report), prepared in accordance with the methodology set out in the technical report.
3. That the method selection for the calculation of Designated Neighbourhood Area housing requirement be agreed and can now be subject to public consultation.
4. That the non-technical summary information (Appendix 1 of this report), including the summary table of housing requirements be agreed as the basis for the Spring 2024 public consultation, alongside the publication of the full detailed technical report with appendices as supporting information.
5. Delegated authority be given to the Assistant Director – Planning Strategy and Development Management in consultation with the Chair of Strategic Planning Committee for any minor/non-material amendments for the final release.

85 **Coastal Preservation Area Policy Boundaries in the new Local Plan**

The report before Committee outlined the process to review the coastal preservation area policy boundaries to ensure they were up to date before their inclusion in the new Local Plan.

The Assistant Director – Planning Strategy and Development Management introduced Chris Hariades, the Landscape Architect who was happy to answer any questions.

The Assistant Director – Planning Strategy and Development Management provided a brief overview of their purpose which was to protect the undeveloped coast visible from cliff top, beach, sea or estuary or form part of the view from significant lengths of an access road, public footpath or bridleway leading to the coast. He referred to paragraphs 2.9 to 2.10 that detailed five distinct sections defined in the assessment.

Members noted that there were a few changes proposed at this stage which were:

- To correct anomalies in the previous boundaries.
- To include areas that were now considered important to protect.
- To omit areas where recent development had taken place and no longer appropriate to be included.

Members also noted that there were 10 potential allocations within the draft Local Plan that were within the proposed Coastal Preservation Areas and would subsequently be removed in the event that they were to be allocated but at this stage it was proposed for them to remain in the consultation until a decision had been made about their allocations. The Assistant Director – Planning Strategy and Development Management highlighted that this equated to 882 homes which would need to be found elsewhere in potentially more sensitive locations to help meet housing need.

Discussion covered:

- The Portfolio Holder for Coast commented that over the last few years it would seem we used the Green Wedge designation more to determine if a planning application was acceptable in coastal locations than Coastal Protection Areas and suggested a more strengthened version than the one proposed as follows:

Coastal Preservation Areas

Coastal Preservation Areas Land around the coast and estuaries of East Devon, as identified on the Policies Map, is designated as a Coastal Preservation Area. The Coastal Preservation Area is defined on the basis of visual openness and views to and from the sea.

Development or any change of use will not be allowed if it would damage the undeveloped/open status of the designated area or where visually connected to any adjoining areas.

Only appropriate proposals which would increase biodiversity or habitat mitigation or provide improved public footpath or multi use trail within these areas will be supported.

This rewording would permit woodland creation, SANGS areas, country parks and multi-use or footpath trails that would benefit the coastal areas for nature and for increased public access. However, prior to any final decision the council may need to review Teignbridge Council's Policy EN2 – Undeveloped Coast. As we face them and benefit their coast on the opposite bank of the Exe it may be appropriate to mirror

their policies in this regard and prior to the next consultation compare the two strategies and possibly combine the two district strategies.

- How do National Landscapes compare with Coastal Preservations Areas.
- Reference made to page 326 and clarification was sought about the land not included in the Coastal Preservation Area. The Landscape Architect advised the area was above the normal tidal limit and not within the Coastal Preservation Area.

Councillor Jess Bailey left the meeting during discussions.

RESOLVED:

1. That the assessment supporting the Coastal Preservation Area policy of the Local Plan, set out in Appendix 1 of this report be endorsed.
2. That the draft Coastal Preservation Areas, drawn in accordance with the methodology set out in the appendix be subject to public consultation.

Attendance List

Councillors present:

B Bailey
J Bailey
B Collins
O Davey (Chair)
P Fernley
M Hartnell
P Hayward
M Howe (Vice-Chair)
B Ingham
D Ledger
Y Levine
T Olive
H Parr

Councillors also present (for some or all the meeting)

P Arnott
I Barlow
C Brown
R Collins
P Faithfull
G Jung
M Rixson

Officers in attendance:

Ed Freeman, Assistant Director Planning Strategy and Development Management
Damian Hunter, Planning Solicitor
Melanie Wellman, Director of Governance & Licensing (Monitoring Officer)
Chris Hariades, Landscape Architect, Development Management
Wendy Harris, Democratic Services Officer

Councillor apologies:

K Blakey
C Fitzgerald

Chairman

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Licensing and Enforcement Committee held at Council Chamber, Blackdown House, Honiton on 13 March 2024

Attendance list at end of document

The meeting started at 10.05 am and ended at 11.12 am

15 Minutes of the previous meeting

The minutes of the previous meeting held on 15 November 2023 were agreed and signed as a true record.

16 Declarations of interest

There were no declarations of interest.

17 Public Speaking

Mr Adrian Phillips and Mr Stuart Phillips of Millstream Taxis were present.

Mr Stuart Phillips addressed the Committee with regard to item 9 [proposed hackney carriage fare tariff review] and the following points were included:

- EDDC is slipping down the league table of national hackney fares and currently stands at 81.
- To date in 2024 11 councils have increased their tariffs.
- Millstream Taxis looks to replace its vehicles regularly which is proving difficult currently.
- The increase in the minimum wage will impact on the business.
- The cost of second hand vehicles with low mileage also impacts the business.
- The business is also badly affected by the state of the roads and the number of potholes, with one vehicle needing 12 replacement tyres in the current tax year.
- Operating from Honiton results in a high level of dead mileage due to the rural nature of the area.
- The business will face difficult decisions in the next few months.

Mr Phillips was grateful to the Licensing Officers for attending the taxi trade meetings.

The Chair thanked Mr Phillips for bringing these concerns to the Committee's attention.

18 Matters of urgency

There were no matters of urgency.

19 Confidential/exempt item(s)

There were no confidential / exempt items.

20 Proposed hackney carriage fare tariff review

It was agreed to re-order the agenda and consider this item first as the public speaker had addressed this issue.

The Licensing Manager presented the report which asked the Committee to consider authorising a full review of both East Devon District Council's hackney carriage table of fares and the procedure used by the Council to calculate and set the table of fares.

The report outlined the next steps to be taken were a full fare review agreed and included a proposal to carry out a fact-finding survey of the East Devon taxi trade to assist with outlining a set procedure for calculating the cost of running a taxi in the district and determining an appropriate table of fares.

The Licensing Manager highlighted the following points:

- The most recent review had been carried out in 2022 and the current fare tariff had come into effect from December 2022.
- EDDC has received several requests from the taxi trade asking that consideration be given to a further fare rise.
- The Licensing Manager and Licensing Officer had attended the East Devon Taxi Association meeting on 12 December 2023 where taxi fares had been discussed as well as the cost of living, the increase in national minimum wage from 1 April 2024 and the increased costs of running a taxi. A further meeting had also been attended on 27 February 2024.
- Best Practice Guidance also referred to the needs of the travelling public with reference to what is reasonable to expect the public to pay, and to the need for taxi drivers to earn a sufficient income and to provide a service when it is needed.
- Officers were recommending introducing the "Guildford Method" of calculating taxi fares for future fare increases.
- The "Guildford Method" provides a methodology, fare calculator and fare table template which takes into account the costs of running a licensed vehicle including an average salary over time for the driver.
- If this method were to be adopted by EDDC, Officers recommended undertaking a full fact finding survey to ascertain the costs of running a taxi in the district.
- If the recommendations in the report were agreed, a further report would be brought to the 17 July meeting of the Committee.

It was noted that if the Committee agrees to adopt the recommendations in the report and a further report is brought to the July meeting, the legislation provides for a 14 day advert with regard to a proposed fare increase. If no representations are received during the advert period, the revised fare tariff comes into effect. If representations are received, a further report would have to be brought to the Committee.

Discussion and questions included the following points:

- It was considered that a fare increase should be discussed by the Committee much sooner than July.
- If the current method of calculating fare increases is used in the interim, a report could be brought to the Committee meeting of 8 May and, following the statutory 14 day advert, with no representations, a fare increase would come into effect by the end of May.
- It was noted that the decision to increase the fare tariff can be made by the Committee.
- Concern was expressed that taxi services should be kept as they are vital in a rural area with a poor bus service and a high proportion of older residents.
- It was noted that there is a small decline in the number of licensed taxi drivers in recent years.
- The Committee could consider an increase calculated using current methods as an interim measure, and then consider implementing the "Guildford Method" for future years.

In response to the last point, the Licensing Manager advised that, should the "Guildford Method" be introduced, fares would be reviewed annually and so remove the need to review on an ad hoc basis every few years.

The Licensing Officer advised that it was proposed to launch a survey around the start of April on the costs of running a taxi in East Devon for completion by hackney carriage drivers and proprietors. The results of the survey would inform the introduction and use of the "Guildford Method" should this be agreed.

RESOLVED

That a report be brought back to the Committee meeting on 8 May 2024 using the current method of calculating hackney carriage fare tariffs and increases and that a further report be brought to a future meeting of the Committee regarding the introduction of the "Guildford Method" in 2025.

The Chair thanked the members of the public for attending the meeting and for their contribution.

21 **Committee Update - Licensing Act 2003, Gambling Act 2005, Taxis & General Licensing**

The Licensing Manager presented the report which provided an update on the activities of the Licensing Service under the Licensing Act 2003, Gambling Act 2005, Taxi legislation and general licensing including street trading and pavement licences. The report covered the period from December 2023 to February 2024.

The following points were highlighted:

- The Licensing Team has re-established its bi-monthly liaison meetings with Environmental Health to discuss any concerns.
- During the period covered by the report, two applications under the Licensing Act 2003 were heard by the Sub Committee on 6 March 2024 relating to the Sidmouth Folk Festival.
- Members were asked to note recent Government and Gambling Commission consultations as outlined in the report. Consultations related primarily to online gambling and gambling licensees. A further update will be provided when the Gambling Commission has analysed responses received in October 2023.
- With regard to taxis, the latest figures indicated a small drop in the number of taxi driver and vehicle licences, and an increase in the number of private hire driver, vehicle and operator licences.
- During the period covered by the report, eight complaints relating to drivers and vehicles had been received.
- Licensing Sub Committees relating to taxi matters had been held on 6 February and 21 February 2024 with one licence being suspended and one refused.
- Members were asked to note that a review of the street trading policy would take place over the summer.
- It was also noted that recruitment has started for the Licensing Support Officer role as a member of staff is due to leave in July, and recruitment has been successful for an additional Licensing Officer role to fill the deficit of 18 hours per week. Both posts were in budget.

The Chair thanked the Licensing team for their work and for the speed with which they dealt with a recent issue.

Questions and discussion included the following points:

- With regard to pavement licences, Devon County Council are advising that they are no longer issuing permanent pavement licences and it appears that this work will come to

district councils. However, there is no commencement date as yet for the Levelling Up and Regeneration Act 2023 and the position with regard to district councils remains unclear. There is no issue currently with the work undertaken by StreetScene and Licensing with regard to temporary events and pavement licences.

- It is unclear as to why there is a decrease in the number of taxi driver and taxi vehicle licences and an increase in the number of private hire drivers, vehicles and operators. Anecdotal evidence suggests that drivers prefer contract work to the unsociable hours associated with hackney carriage work.
- Both hackney carriage and private hire drivers are vetted to the same standard through the same processes.

The Committee agreed to note the report.

22 **Review of taxi rank provision in East Devon and proposals for amendment**

The Licensing Manager provided a verbal update since the publication of the report. Following correspondence and a meeting with Devon County Council Highways, there was concern that Members had not been provided with clear information regarding DCC's intention and position regarding the upgrade and management of taxi ranks across the district.

The Licensing Manager therefore requested that Members disregard the published report and outlined the proposed changes as currently understood. DCC Highways had informed Licensing that they propose asking EDDC to revoke all hackney carriage stands [taxi ranks] designated by EDDC under the Local Government Miscellaneous Provisions Act 1976. DCC then intend to replace those ranks with Traffic Regulation Orders (TRO) under the provisions of the Road Traffic Regulation Act 1984 to impose "no stopping at any time except taxis" parking restriction in each location.

DCC are looking to undertake this exercise across other Devon districts in order to bring taxi ranks under their control as landowners, avoid conflicts in legislation and allow unlawful parking to be enforced by means of fixed penalty notices.

The Licensing Manager advised that further investigation and information was required for Members to make an informed decision and proposed that a report be brought back to the May Committee meeting setting out the position in full.

The Legal Advisor advised that EDDC would need to know where DCC proposed to introduce the new TROs to ensure that the current East Devon taxi ranks continue in the same locations.

Cllr Dumper advised that he and two other Members sit on the East Devon Highways and Traffic Orders Committee and could raise any questions at the next meeting in April.

It was agreed that a full report be brought to the next meeting.

Attendance List
Councillors present:

K Bloxham (Vice-Chair)
M Chapman
T Dumper
J Heath
Y Levine
C Nicholas
S Westerman
J Whibley (Chair)

Councillors also present (for some or all the meeting)

R Collins

Officers in attendance:

Sarah Jenkins, Democratic Services Officer
Phillippa Norsworthy, Licensing Manager
Giles Salter, Solicitor
Emily Westlake, Licensing Officer

Councillor apologies:

B Bailey
V Bonetta
P Faithfull
S Gazzard
S Hawkins

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Housing Review Board held at Council Chamber, Blackdown House, Honiton on 14 March 2024

Attendance list at end of document

The meeting started at 10.00 am and ended at 11.30 am

51 Minutes of the previous meeting

The minutes of the meeting held on 25 January 2024 were agreed.

52 Declarations of interest

There were no declarations of interest under the Code of Conduct. Councillor Sarah Chamberlain declared that she was employed by Exeter City Council in the housing department.

53 Public speaking

There were no members of the public registered to speak.

54 Matters of urgency

There were none.

55 Confidential/exempt item(s)

There were none.

56 Housing Review Board forward plan

The Tenancy Services Manager presented the forward plan and explained the revised format of the plan and the reasoning behind these changes in that it aligned with the Overview and Scrutiny Committees' forward plan format. Members were advised that the forward plan acted as a reminder of agenda items due to come forward to future meetings. The forward plan had been derived from previous meetings and requests, as well as the housing service plan. Service managers we currently reviewing realistic timeframes against each topic and dates for the future items would be populated once dates for 2024/25 Housing Review Board meetings had been agreed. Members were reminded that they could add further reports and topics for discussion to the next forward plan by either informing herself or the Democratic Services Officer.

Concern was expressed that there were a large number of items on the forward plan but only four Housing Review Board meetings scheduled for the year. The Director for Housing, Health and Environment reassured those present that additional Board meetings could be called if required. It was noted that a stock condition survey report would be brought to the next meeting of the Housing Review Board.

57 Function of the Housing Review Board

The Board considered the report of the Assistant Director for Housing (Tenancy Services) which had come forward following a direct request for the function of the HRB to be reviewed and refreshed. The report aligned with the recent scrutiny review carried out by the Centre for Governance and Scrutiny (CGS), which was presented to a joint meeting of the Scrutiny Committee, Overview Committee and Housing Review Board on 15 February 2024. An action plan would be produced by the Democratic Services Manager by 30 April 2024 based on findings of the CGS review. Members of the HRB would receive further details on this.

The Assistant Director Housing's report set out a proposed change to the frequency of HRB meetings (from five to four per year), which would need to be made formally within the Council's Constitution. This change to the frequency of meetings would allow for better alignment with quarterly performance information. The day-to-day performance of the functions within the Housing Revenue Account were a key consideration for the Housing Review Board in terms of how they set out and derived with work plans moving forward. To ensure that this could be achieved the Board therefore needed to receive this information in a timely manner at the end of each quarter. Board members were reminded that an extraordinary meeting could be proposed at any other time throughout the year as and when required.

RECOMMENDED: that Council agree that the Housing Review Board terms of reference be amended so that the number of meetings is decreased from five to four per year (or more frequently as required).

58 **Finance report**

The accountant's report provided the Housing Review Board with a summary of the housing revenue account and housing capital program overall financial position for 2023/24 at the end of month 10 (31 January 2024). The report also considered the implications of any forthcoming regulatory changes.

Producing a Housing Revenue Account had been a statutory requirement for Councils who managed and owned their housing stock for some time, and therefore a key document for the Board to influence.

The Board noted the impact on the originally agreed budgeted surplus (£0.268m) of subsequently approved spend that was not originally included in the set budget, resulting in a revised budgeted deficit of £0.656m. Income was increased on rents by 7% and all other service charges by 3% in 2023/24. Lost rent due to voids continued to be above the budgeted levels and was likely to add an additional £0.433million to the in-year deficit as the catch-up work to reduce void levels continued. In addition to this, due to the higher levels of major works that were being addressed from the stock condition surveys, the expenditure on decants during the year had been higher than expected. This further increased the revised budget deficit to £1.374m.

The stock condition had also significantly increased the demand on the integrated asset management contract with void levels and their associated expenditure, as well as larger jobs outside the Price Per Property framework requiring significant contributions from reserves. This resulted in a final revised forecast deficit of £4.851m, to be funded by reserves/underspends in previous years. Despite the forecast deficit the Finance Manager reassured the Board that the HRA was fully financed from earmarked reserves and balances and that some of the higher than predicted spending this year was catching up on expenditure following a lack of spending in previous years.

The accountant's report explained that the completion of the stock condition survey and the creation of an asset management strategy would directly feed into the housing revenue account business plan and officers were working on a stock options appraisal position report that would consider longer term investment decisions.

The Board noted that during the year to date there had been nine right to buy sales (with another completion imminent) and three property acquisitions. These acquisitions were funded 60% from the Capital Development Fund 40% from right to buy receipts.

RECOMMENDED: that Cabinet acknowledge the variances identified as part of the housing revenue account and housing capital finance up to month 10 2023/24.

59 **Key performance indicators and compliance, quarter 3 2023/24**

The Housing Review Board were presented with the key performance indicator (KPI) dashboard and the compliance dashboard for quarter 3. The Tenancy Services Manager and the Responsive Repairs and Voids Service Manager introduced themselves and gave a presentation which summarised the performance and actions being taken to improve performance where targets were not being achieved.

Performance targets were set annually, but this year the framework began part way through the year so targets were not set for all the indicators. Figures were benchmarked against last financial years' performance and HouseMark was used to benchmark performance and set targets for the KPIs against performance of other social housing landlords.

Performance in rent arrears continued to be good and quarter three remained within target and top quartile. This was being achieved through a proactive approach to rent collection, ensuring early intervention when accounts fell into arrears and using all the appropriate tools available to stop situations worsening.

The number of voids continued to reduce month on month. Void turn-around times were also starting to show improvement, with a clear downward trend across the reporting months. There were 130 void dwellings at the end of quarter three (December 2023) compared to 168 in July 2023. Work was still required to reduce average relet times, however it was noted that a lot of long term voids were being let, which had an impact on the performance data. The Responsive Repairs and Voids Service Manager outlined to the Board actions that were being taken to ensure void property performance including the active involvement of tenants in the process, weekly contractor meetings and recruiting to a Void Manager post.

The Responsive Repairs and Voids Service Manager reported that repair jobs (both routine and emergency jobs) completed within target were improving. There were combined measures across the two main contractors reflecting service improvements being made within the contractors' operations and timely data being provided to EDDC by the contractors. Actions being taken to ensure repairs performance were outlined to the Board.

The Tenancy Services Manager highlighted to the Board the ongoing work to improve performance in relation to complaint handling. A new performance team had been established, with a Housing Performance Lead. The process for complaints was being reviewed against the new Housing Ombudsman Complaint Handling Code and a key

focus of the new Housing Performance Lead would be taking learning from complaints and ensuring this shaped future service delivery.

The Board noted the compliance dashboard which covered eight key areas of regulation and legislation requirements:

1. Asbestos
2. Electrical systems
3. Fire risk assessment
4. Fire protection systems
5. Gas safety
6. Lifting equipment
7. Smoke & Carbon monoxide alarms
8. Water management

There were a large number of green areas showing in the report and the Tenancy Services Manager explained the areas in red and the work being done in relation to these areas. It was also noted that the Planned Works and Compliance Service Manager post had been recruited in to.

Following the presentation a number of issues were raised by those present and the officers advised that they would and report on these and discuss individual issues outside of the meeting. Better ways of reporting housing issues to ward councillors were being explored. The Director for Housing, Health and Environment reassured the HRB that the housing team had gone through a lot of change in the last six months, but the service now had the right people in the right post and she was confident that things would improve going forward.

The Portfolio Holder, Sustainable Homes and Communities agreed that performance was moving in the right direction and positive improvements were being made. The amount of work going on was commendable, with 75% of KPIs being in the green. In response to a question it was noted the average re-let time (a property being ready to being occupied) was 23 days (down from 35). In response to another question about the use of garages the Housing Strategy, Enabling and Project Manager reported that a housing delivery and investment plan was being developed to consider all housing assets.

RESOLVED: that the Housing Review Board receives and notes performance at quarter three, 2023/24.

60 **Annual report of the Housing Review Board 2023/24**

The Chair presented the annual report of the Housing Review Board which summarised and highlighted the diverse range of issues covered by the Board over the year. The report gave an overview of the achievements of the Board and celebrated the progress that had been made. The Chair thanked all those involved with housing and the Housing Review Board for their huge efforts in improving the service.

It was noted that tenant satisfaction measures were undertaken annually. Officers were also currently working on tenant satisfaction transactional surveys, using advances in technology to receive live and direct feedback. Tenants were reassured that many communications options would be available. A data analyst had been appointed in the housing performance team and was regularly calling tenants.

RECOMMENDED: that Cabinet and Council note the work that the Housing Review Board has undertaken during the 2023-24 civic year.

Attendance List

Board members present:

Sara Clarke, Independent Community Representative
Rob Robinson, Independent Community Representative
Councillor Sarah Chamberlain (Chair)
Councillor Peter Faithfull
Councillor Tony McCollum
Councillor Helen Parr (Vice-Chair)
Councillor Christopher Burhop

Councillors also present (for some or all the meeting)

B Bailey
I Barlow
C Brown
J Brown
R Collins
D Ledger
S Smith

Officers in attendance:

Tracy Hendren, Director of Housing, Health and Environment
Andrew King, Tenancy Services Manager
Andrew Mitchell, Housing Solutions Service Manager
Liam Reading, Housing Strategy, Enabling and Projects Service Manager
Giles Salter, Solicitor
John Symes, Finance Manager
Alethea Thompson, Democratic Services Officer
Susie Williams, Responsive Repairs and Voids Service Manager

Apologies:

Sue Dawson, Tenants
Councillor Paul Arnott (non-committee member)
Councillor Paul Hayward (non-committee member)

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Poverty Working Panel held at Online via the Zoom app on 18 March 2024

Attendance list at end of document

The meeting started at 10.00 am and ended at 11.23 am

13 Minutes of the previous meeting held on 13 November 2023

The minutes of the previous meeting held on 13 November 2023 were noted as a true and accurate record.

14 Declarations of interest

There were none.

15 Public speaking

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

16 Devon Communities Together (Voluntary, Community & Social Enterprise) presentation

The Chair welcomed Ms Natalie Campbell, Service Delivery Lead for Devon Communities Together.

Ms Campbell delivered a presentation which detailed the Financial Resilience Project being worked on by Devon Communities Together along with East Devon District Council and other partners. The project is in its early stages and the presentation set out the progress so far, and the plans for future working.

Discussion and clarification included the following points:

- Devon Communities Together are new to this project and are learning about new groups, voluntary organisations and faith groups, as key resources in the community, as well as getting to know the communities around the district.
- Members expressed concern about the number of residents in fuel poverty. Devon Communities Together will be working with community groups to address some of the issues, and the Council could consider in strategic planning what could be done to alleviate the problem.
- It is unclear how food providers can further scale within the district because storage is problematic and if storage capacity is increased, providers risk becoming liable for business rates. The Assistant Director – Revenues and Benefits will explore with the Chair how this might be addressed, moving forward.

The Chair thanked Ms Campbell for an insightful presentation.

17 Household Support Fund update

The Benefits and Financial Resilience Manager introduced this update report which detailed the background to the Housing Support Fund (HSF), set out how the funding is deployed, and outlined future support under the fifth HSF as set out in the 2024 Spring Budget.

In discussion, it was noted that there are a small number of people who are eligible for support under the HSF but decline the support, and others who are difficult to contact. The Council are working closely with the voluntary sector to better understand how to reach people and the reasons why some people turn down the offer of financial assistance.

18 **Pilot project with Financial Resilience and Private Sector Housing - Improving homes for low-income families**

The Benefits and Financial Resilience Manager and the Public Sector Housing Technical Officer delivered a presentation which detailed, with case studies, a pilot project being worked on by the Financial Resilience and Private Sector Housing teams, together with the Climate Change Officer, exploring how the Council can help low-income households to improve their accommodation.

The Chair commended all officers involved in this work which is changing lives and is an excellent example of cross-service working.

Discussion and clarification included the following points:

- Following the doubling of Council Tax on second homes from April 2025, officers will be monitoring the data with a view to understanding what the movement is on second homes and whether this is consistent with the policy aim of bringing properties back into use for people in the community.
- Members expressed concern about properties which are left unoccupied by owners on a long term basis, when they could be lived in or let out. It was noted that where this is the case and properties are falling into disrepair or causing nuisance, then complaints can be raised by emailing the Private Sector Housing team at PSHousing@eastdevon.gov.uk. Empty homes also become subject to higher council tax charges, to discourage homeowners from leaving properties empty. Additionally, the Council has an Empty Homes Strategy, currently under review.
- Private Sector Housing are seeing more complex cases of landlords failing to maintain properties to an acceptable standard, and the team work proactively and reactively with landlords to bring about improvements to properties.
- In instances where households are living in accommodation which is in poor condition and cost of living funding is used to finance improvements, it was confirmed that applications are subject to extensive financial and eligibility checks. Additionally, in the case of rented properties, a clause in the application prohibits landlords from increasing rents based on the works that the Council has carried out. Homeowners who are helped under the scheme also have the charges secured against their property under the Land Registry, ensuring that costs are paid back before any sale of the property completes.

Attendance List

Councillors present:

M Chapman
M Goodman
J Heath
D Ledger (Chair)
M Martin

M Rixson

Councillors also present (for some or all the meeting)

K Bloxham
C Fitzgerald

Officers in attendance:

Matthew Blythe, Assistant Director Environmental Health
Sharon Church, Benefits Manager
Emma Congerton, Assistant Director Statutory Housing
Shannon Grover, Technical Officer
Jody Harding, Principal Environmental Health Officer
Libby Jarrett, Assistant Director Revenues, Benefits, Corporate Customer Access, Fraud & Compliance
Sarah Jenkins, Democratic Services Officer
Sarah James, Democratic Services Officer
Helen Wharam, Public Health Project Officer

Councillor apologies:

P Arnott
B Collins

Chair:

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Overview Committee held at Council Chamber, Blackdown House, Honiton on 21 March 2024

Attendance list at end of document

The meeting started at 6.00 pm and ended at 8.41 pm

39 Minutes of the previous meeting held on 18 January 2024

The minutes of the previous meeting held on 18 January 2024 were signed as a true and accurate record.

40 Declarations of interest

Minute 44. Tree Strategy for East Devon District Council.
Councillor Vicky Johns, Affects Non-registerable Interest, Member of Ottery Parish Council.

Minute 44. Tree Strategy for East Devon District Council.
Councillor Tim Dumper, Affects Non-registerable Interest, Member of Exmouth Town Council.

Minute 44. Tree Strategy for East Devon District Council.
Councillor Dan Wilson, Affects Non-registerable Interest, Member of Exmouth Town Council.

Minute 45. Public Health Strategy 2024-2027.
Councillor Vicky Johns, Affects Non-registerable Interest, Health Strategy Director of Ottery Larder.

Minute 46. East Devon Parking Strategy 2024-2031.
Councillor Jenny Brown, Affects Non-registerable Interest, Member of Honiton Town Council.

Minute 46. East Devon Parking Strategy 2024-2031.
Councillor Brian Bailey, Affects Non-registerable Interest, Member of Exmouth Town Council.

Minute 46. East Devon Parking Strategy 2024-2031.
Councillor Vicky Johns, Affects Non-registerable Interest, Member of Ottery Parish Council.

Minute 46. East Devon Parking Strategy 2024-2031.
Councillor Tim Dumper, Affects Non-registerable Interest, Member of Exmouth Town Council.

Minute 46. East Devon Parking Strategy 2024-2031.
Councillor Dan Wilson, Affects Non-registerable Interest, Member of Exmouth Town Council.

Minute 46. East Devon Parking Strategy 2024-2031.

Councillor John Heath, Affects Non-registerable Interest, Member of Beer Parish Council.

Minute 47. Coach Tourism in East Devon - Task and Finish Forum
Councillor Vicky Johns, Affects Non-registerable Interest, Member of Ottery Parish Council.

Minute 47. Coach Tourism in East Devon - Task and Finish Forum
Councillor Jenny Brown, Affects Non-registerable Interest, Member of Honiton Town Council.

41 **Public Speaking**

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

42 **Matters of urgency**

There were no matters of urgency.

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

There were no confidential/exempt items.

44 **Tree Strategy for East Devon District Council**

The Chair introduced Rosie Walker, the Woodland Trust's Regional External Affairs Officer for the South West. Ms Walker delivered a presentation concerning the new Devon Tree Strategy and its relevance to East Devon, outlining the significance of trees, hedgerows and woodlands as an integral part of the environment and summarising some of the challenges involved in growing and protecting them.

The Assistant Director – Countryside and Leisure thanked Ms Walker for the interesting and thought-provoking presentation. He went on to outline the issues specific to East Devon and the proposed creation of a Tree Strategy for EDDC which would help to frame the challenges around growing and protecting trees and woodlands in the district, to enable the Council to make informed decisions according to its resources.

It was noted that the Council agreed a budget to develop a Tree Strategy in 2022/23, but that work on this had been delayed to enable the strategy development work to align with the recently finalised Devon Tree Strategy.

The Overview Committee was asked to consider recommending to Cabinet the development of a Tree Strategy for EDDC and to procure an additional resource to draft the Strategy, as agreed previously with Council.

Discussion and clarification included the following points:

- Members challenged whether it was appropriate to spend £50k on creation of a Tree Strategy for East Devon when there are strategies from outside of the organisation that are freely available, and officers within the Council with expert knowledge. In response,

the Assistant Director – Countryside and Leisure stated that there is very limited resource in-house, with officers wholly focused on planning consultations and Tree Preservation Order (TPO) applications. The proposed Strategy is complex and wide-ranging in scope and it is necessary to bring in specialist advice and knowledge to develop it.

- Some members were disappointed that the Strategy had not been developed earlier. The Assistant Director – Countryside and Leisure explained that it had been appropriate to wait until the Devon Tree Strategy had been developed first in order to ensure alignment between authorities. Moreover, the timing has meant that the requirements placed on the Council through the new Environment Act can be embedded into the Strategy for East Devon.
- One member was concerned that the criteria for TPOs and the enforcement of them should be reviewed to ensure greater consistency, given that TPOs can be overruled by some external bodies and TPO applications have been turned down on occasion.
- The Strategy can be used to ensure that proper thinking goes into the planting of trees to avoid creating problems for the future.
- The Strategy will deal with protection of trees and hedgerows as well as planting.

RECOMMENDED to Cabinet:

1. The development of a Tree Strategy for East Devon District Council
2. To procure an external resource to draft the Strategy as agreed previously by Council.

45 **Public Health Strategy 2024- 2027**

The Public Health Project Officer introduced this item and asked members to consider the Public Health Strategy 2024-2027 and make recommendations, and to recommend it to Council for approval.

Discussion and clarification included the following points:

- The Strategy recognises the importance of partnership working and supporting community groups, and the Council will shortly be recruiting to a Community Engagement Officer post.
- An effective sewerage system is fundamental to the long-term health of the population. South West Water are identified as a partner in the Strategy, and they have an obligation for the health and wellbeing of the communities they serve.
- Healthcare issues such as access to GPs and NHS dentists are outside of the scope of this Council, as are matters which contribute to rural isolation such as the closure of mobile libraries and banks. However, networking is important. As an example, the Woodbury, Exmouth and Budleigh (WEB) Community Health and Wellbeing Board provides a mechanism for representatives from this Council to collaborate with representatives from within health and social care.
- Once adopted, the Strategy will be published and can be shared with town and parish councils.

RECOMMENDED to Council:

1. To adopt the Public Health Strategy 2023-2027

46 **East Devon Parking Strategy 2024-2031**

The Parking Services Manager introduced this item and asked members to review the guiding principles, objectives and supporting rationale of the draft East Devon Parking Strategy 2024-2031, to determine whether public consultation should be sought and to identify an appropriate decision-making format that could support delivery of key elements of the Strategy.

The Strategy had been produced through internal consultation as well as being the subject of an elected member workshop to which all members were invited.

Discussion and clarification included the following points:

- Workshop-style sessions will take place with a number of towns where the winter offer of a £2.00 all-day charge for parking is causing problems, to consider how the offer can be refined so that it meets its purpose.
- Installation of low-energy light bulbs in car parks has begun and there has been no reduction in brightness.
- Future lining works to car parks will be carried out to a new standard specification, losing 1 in every 24 spaces to make spaces wider and more accessible.
- Work is ongoing to look at renewing car park signage on a town by town basis.
- Upgrade works to electric vehicle charging points have been put back to July and in the interim, the spaces will be opened up for pay and display parking.
- It would be appropriate to consider the installation of ANPR pay-on-exit systems for some of the district's car parks.
- One Member expressed that consideration should be given to parking for trucks and coaches.
- With a view to achieving Net-Zero by 2040, the Council will be open to exploring the value of utilising parking spaces for other uses such as for bike parking lockers or other types of development.
- There is a commitment to working closely with Devon County Council (DCC) to align their tariff policy with that of EDDC; it was noted that DCC intentionally set their tariffs higher than EDDC with a view to incentivising drivers to use EDDC car parks before using DCC on-street parking.

RECOMMENDED to Cabinet:

1. To adopt the Car Parking Strategy 2024-2031, subject to appropriate amendments reflecting discussions;
2. That public consultation on the Strategy is not undertaken, subject to appropriate consultation on any decisions resulting from its adoption; and
3. That a small, politically-balanced Working Group or Portfolio Team be convened to deliver key elements of the Strategy, with relevant Ward Members and Portfolio Holders invited whenever appropriate.

47 **Coach Tourism in East Devon - Task and Finish Forum**

The Principal Solicitor introduced this item and asked members to consider the scoping document for a proposed Task and Finish Forum to consider the details of a Motion on Notice from Council on 6 December 2023 in respect of Coach Tourism in East Devon.

Cllr Haggerty summarised the benefits of coach tourism for the district, and Cllr Arnott thanked Cllr Haggerty for bringing the Motion to full Council.

RESOLVED

1. That the Overview Committee supports the setting up of a Coach Tourism in East Devon Task and Finish Forum to review the Motion on Notice;
2. That the following members will serve on the Task and Finish Forum: Cllr Vicky Johns, Cllr Jenny Brown, Cllr John Heath, Cllr Tim Dumper, Cllr Del Haggerty; and
3. That the Committee supports the scoping document set out in Appendix A to the report.

48 **Work Programme 2023-2024**

This item was for Members to consider additions to the Overview Committee's work programme.

Cllr Melanie Martin introduced a proposal which she had submitted regarding the banning of the use of snares and glue traps on council owned land and invited members to add this item to the Committee's work programme, for scoping work to be undertaken.

In discussion, members were broadly supportive of the proposal but were keen that any ban should cover traps used against mammals and reptiles but not those used against insects and moths, which can damage crops. A report should also consider how a ban can be enforced.

RESOLVED

To add Cllr Martin's proposal to the Overview Committee's work programme regarding the banning of the use of snares and glue traps on council owned land, for scoping.

Attendance List

Councillors present:

B Bailey
J Brown
T Dumper
P Fernley
A Hall (Chair)
J Heath
V Johns
M Martin
T Olive
D Wilson (Vice-Chair)

Councillors also present (for some or all the meeting)

I Barlow
C Brown
R Collins
D Haggerty
G Jung
D Ledger
M Rixson
P Arnott
M Goodman
N Hookway

Officers in attendance:

Matthew Blythe, Assistant Director Environmental Health
Simon Davey, Director of Finance
Richard Easthope, Parking Services Manager
Sarah James, Democratic Services Officer
Charles Plowden, Assistant Director Countryside and Leisure
Helen Wharam, Public Health Project Officer
Anita Williams, Principal Solicitor (Deputy Monitoring Officer)
Andrew Hopkins, Corporate Lead - Communications, Digital Services and Engagement

James Chubb, Countryside Team Manager
Will Dommett, District Ecologist
Chris Hariades, Landscape Architect, Development Management
Alistair Jeans, Arboricultural Officer

Councillor apologies:

Y Levine
C Nicholas
H Riddell

Chair:

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Planning Committee held at Council Chamber, Blackdown House, Honiton on 26 March 2024

Attendance list at end of document

The meeting started at 10.07 am and ended at 3.40 pm. Adjournments took place at 11.35 am and reconvened at 11.45am and 1.42 pm and reconvened at 2.17 pm.

In the absence of the Chair, Councillor Eileen Wragg, and the Vice Chair, Councillor Sarah Chamberlain, the Committee agreed to Councillor Mike Howe being Chair and Councillor Eleanor Rylance being Vice Chair for this meeting.

127 Minutes of the previous meeting

The minutes of the Planning Committee held on 27 February 2024 were confirmed as a true record.

128 Declarations of interest

There were no declarations of interest.

129 Matters of urgency

There were none.

130 Confidential/exempt item(s)

There were none.

131 Planning appeal statistics

The Committee noted the Development Manager's report. The Development Manager drew Members attention to two appeals. The first related to an appeal that had been allowed for application 22/2030/FUL – Exmouth Beach Queens Drive, Exmouth. The Inspector determined that the construction of a single storey flexible office/community hub building would not have an adverse impact on the surrounding area. The second related to application 23/0298/FUL – Greendale Farm Shop NHS Drive Through Vaccination Centre, Sidmouth Road, Farringdon. The Inspector had dismissed the appeal on accessibility and landscape reasons and because the NHS had not demonstrated an overriding need to be sited in this unsustainable location.

132 23/2749/MFUL (Major) WOODBURY & LYMPSTONE

Applicant:

Mr Paul James.

Location:

NHS Vaccination Centre, Greendale Business Park, Woodbury Salterton, EX5 1EW.

Proposal:

Permanent use of the building and car park for Use Class E (e) medical and health facility and ancillary parking.

RESOLVED:

Deferred for a site visit and to allow the applicant the opportunity to submit details relating to surface water management.

133 **24/0099/FUL (Minor) WOODBURY & LYMPSTONE**

Applicant:

F W S Carter & Sons

Location:

Land adjacent Greendale Business Park, Greendale Business Park, Woodbury Salterton, EX5 1EW.

Proposal:

Proposed 30 EV charging points and battery farm (enclosed within a building – part retrospective) with associated parking spaces, internal road network/hardstanding and access and egress onto the Greendale Business Park Private Road Network.

RESOLVED:

APPLICATION WITHDRAWN

134 **22/1478/FUL (Minor) SEATON**

Councillor Simon Smith joined the meeting during the officer presentation and did not take part in the discussions or vote.

Applicant:

Mr T Sidhu.

Location:

Axe Valley Mini Travel, 26 Harbour Road, Seaton, EX12 2NA.

Proposal:

Demolition of existing STC store and bus garage on site to be replaced by seven residential units, 198 sqm of commercial floorspace (Use Class E) and landscaped gardens and private parking.

RESOLVED:

Deferred to allow the applicant the opportunity to submit a revised Flood Risk Assessment addressing the Sequential Test and Exception Test and to provide a Flood Warning and Evacuation Plan.

135 **23/0174/FUL (Minor) NEWBRIDGES**

Councillor Alasdair Bruce joined the meeting during the discussions and did not take part in the discussions or vote.

Applicant:

Mr A Frankpitt.

Location:

Sunnylands, Dalwood, EX13 7EA.

Proposal:

Proposed replacement agricultural dwelling, including demolition of the existing dwelling and garage.

RESOLVED:

1. To adopt the Beer Quarry and Caves SAC Appropriate Assessment.
2. To adopt the River Axe SAC Appropriate Assessment.
3. Approved contrary to officer recommendation with delegated authority to the Development Manager in consultation with the Chair and Ward Member to draft appropriate planning conditions subject to the following additional conditions:
 - to include woodland planting within the southern part of the site to mitigate the loss of tree planting to screen the poultry sheds.
 - The existing dwelling to be demolished prior to occupation of new dwelling.

Members considered the proposed agricultural dwelling was of a good quality design and sympathetic to the Blackdown Hills National Landscape.

136 **24/0392/FUL (Minor) OTTERY ST MARY**

Applicant:

Mrs Chantelle Osborn.

Location:

34 Raleigh Road, Ottery St Mary, EX11 1TG.

Proposal:

Demolition of two outbuildings to be replaced with two bed detached chalet bungalows (re-submission of 23/2485/FUL)

RESOLVED:

Approved contrary to officer recommendation with delegated authority to the Development Manager in consultation with the Chair and Ward Members to draft appropriate planning conditions.

Members considered that the proposal to erect the detached dwelling involving sub-division of the plot would not give rise to a cramped, incongruous and contrived form of development that would detract from the surrounding development or impact negatively on the living conditions of the occupiers of the development or the host property.

137 **22/1873/FUL & 22/1874/LBC (Minor) EXMOUTH BRIXINGTON**

Applicant:

Halcyon Care Limited (Mr Pradham).

Location:

Knappe Cross Nursing Home, Brixington Lane, Exmouth, EX8 5DL.

Proposal:

Single storey rear extension for eight bedrooms.

RESOLVED:

Approved with conditions as per officer recommendation with an amendment to conditions to require details of the maintenance of the sedum roof.

138 **23/2536/FUL (Minor) HONITON ST PAULS**

Applicant:

Mr Jorge Pineda-Langford (EDDC)

Location:

Toilets, Lace Walk, Honiton

Proposal:

Demolish existing public toilets and replace with a new public toilet building.

RESOLVED:

Approved with conditions as per officer recommendation with an informative encouraging the provision of CCTV.

139 **23/2626/FUL (Minor) BUDLEIGH & RALEIGH**

Applicant:

Mr Jorge Pineda-Langford (EDDC)

Location:

Toilets, Salting Hill, Budleigh Salterton, EX9 6NU.

Proposal:

Demolish existing public toilets and replace with a new public toilet building.

RESOLVED:

Approved with conditions as per officer recommendation.

Attendance List

Councillors present:

B Bailey
I Barlow
C Brown
J Brown
A Bruce
D Haggerty
A Hall
J Heath
M Howe
Y Levine
E Rylance
S Smith

Councillors also present (for some or all the meeting)

R Collins
P Faithfull

B Ingham
G Jung

Officers in attendance:

Wendy Harris, Democratic Services Officer
Andrew Digby, Senior Planning Officer
Jeremy Ebdon, Principal Planning Officer (East)
Paul Golding, Senior Planning Officer
Damian Hunter, Planning Solicitor
Wendy Ormsby, Development Manager
Lynne Shwenn, Senior Development Control Officer
Jill Himsworth, Planning Officer

Councillor apologies:

S Chamberlain
S Gazzard
D Wilson
E Wragg

Chairman

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Place & Prosperity Investment Board held at The Axe Room, Blackdown House, Heathpark Industrial Estate, Honiton on 26 March 2024

Attendance list at end of document

The meeting started at 5.30 pm and ended at 5.45 pm

1 Apologies

None.

2 Declarations of Interest

Agenda Item 4, Property Acquisition Opportunity – Cllr Matt Hall, Affects Non-registrable interest as an Exmouth Town Councillor.

3 Confidential/Exempt Items

RESOLVED to exclude the Press and Public from the meeting during consideration of Agenda Item 4 (Property acquisition opportunity) by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)

4 Property Acquisition Opportunity

The Board considered a report setting out details of an assessment of the property located in Exmouth as a potential acquisition in accordance with the Place and Prosperity Investment Framework.

Members noted that there were three categories used to invest under the Place and Prosperity Fund:

- Service delivery
- Economic regeneration
- Preventative action.

Officers confirmed that the assessment that had been carried out concluded that the property did not present value as an investment and it was an unsuitable acquisition for the Council.

The Board discussed the proposal concluded that the acquisition did not meet the requirements of the Place and Prosperity Fund and not to proceed with the proposed acquisition.

The Board unanimously **RESOLVED** to not proceed with the investment acquisition for the property in Exmouth as it did not present value as an investment for the Council.

Attendance List

Councillors present:

P Arnott
A Hall
M Hall
P Hayward
S Jackson

Councillors also present (for some or all the meeting)

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Commercialisation
Simon Davey, Director of Finance
Andrew Melhuish, Democratic Services Manager
Gerry Mills, Project Manager Place & Prosperity (Exmouth)

Councillor apologies:

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Cabinet held at Council Chamber, Blackdown House, Honiton on 27 March 2024

Attendance list at end of document

The meeting started at 5.02 pm and ended at 7.34 pm

160 Minutes of the previous meeting

The minutes of the previous meeting of Cabinet held on 28 February 2024 were agreed.

161 Declarations of interest

Min 166. Devon Place Board.

Councillor Paul Hayward, Affects Non-registerable Interest, his role as Axminster Town Clerk is mentioned in the report.

Min 167. Leisure and sports pitches requirements.

Councillor Matt Hall, Affects Non-registerable Interest, works for Exeter City Council.

Min 167. Leisure and sports pitches requirements.

Councillor Paul Hayward, Affects Non-registerable Interest, has family members living in Cranbrook.

162 Public speaking

There were no members of the public registered to speak.

163 Matters of urgency

There were none.

164 Confidential/exempt item(s)

There were two items dealt with in the way which are recorded at Minutes 172 and 173.

165 Minutes of Strategic Planning Committee held on 5 March 2024

Members agreed to note the Minutes and recommendations of Strategic Planning Committee held on 5 March 2024.

Minute 77: East Devon Playing Pitch Strategy

That Strategic Planning Committee recommend the Council should play a role in the delivery and enhancement of the playing pitch provision within the district and that resources should be put in place to enable this work.

166 Devon Place Board

The Project Manager - Place and Prosperity provided an update on the work of the Regeneration Forums (Project Groups), established as part of the Devon Place Board project work for Seaton and Axminster. It covered the on-going requirements to monitor the projects set out within the respective Strategy documents and proposed that an

officer-led group was established for taking forward the monitoring and reporting via quarterly meetings.

RESOLVED:

That the existing Axminster Renewal Forum and Seaton Project Group be replaced with one officer-led Project Monitoring Group in order to monitor outputs and outcomes of the projects listed within the Regeneration Strategies, previously completed for each town, be agreed.

REASON:

To enable the continued monitoring of the projects identified in the Axminster Renewal Strategy and Seaton Regeneration Strategy and to offer support and advice to stakeholders in delivering projects ensuring effective and efficient use of resources.

167 **Leisure and sports pitches requirements**

The Assistant Director – Countryside & Leisure informed Members that Full Council and Cabinet had formally adopted the Leisure and Built Facilities Strategy 2021-31 and its Action Plan. There were currently significant challenges in meeting the completion deadlines for each priority within the Action Plan. There were also requests for support to help deliver new sports pitches in Honiton and hosting and taking forward the Cranbrook Local Delivery Pilot programme funded by Sport England.

There had been no identification of additional resources both in terms of staffing capacity and new budget allocations. Therefore, it was recommended to carry out a high-level options appraisal of the actions within the Leisure Strategy to develop a costed Implementation Plan with possible options for affordable delivery. This would provide the Council with the necessary financial information to make strategic decisions on what it may wish to deliver from the Strategy going forward. This was one of the recommendations from the recent Peer Review undertaken in conjunction with the Local Government Association.

The Deputy Leader wished to thank the district's MPs Simon Jupp and Richard Foord for their continued support and efforts for making sure East Devon gets the government funding it was entitled to and not to lose out on any. He hoped that they were fully behind the council in doing what they could for sports and recreation for East Devon residents and asked them to carry on supporting the council to deliver these vital amenities.

Discussions on recommendations 2 and 5 were debated confidentially in the private part of the meeting.

RESOLVED that Cabinet:

1. Approves the appointment of Strategic Leisure to carry out a high-level options appraisal of the Leisure & Built Facilities Strategy 2021-31 with an Implementation Plan, and possible options for delivery to inform decisions on the affordability of the Council's current and future leisure provision.
2. Approves the request to create posts for the 2024/25 financial year for the Community Connector, Community Builder and Project Manager posts to support the Sport England Local Delivery Project within Cranbrook, whilst seeking ongoing funding for the three posts to widen the programme to other areas of East Devon to help deliver the wider priorities within the Leisure & Built Facilities Strategy 2021-31.

3. Approves the request to create a post for a Strategic Leisure Enabler Lead role for the District, to take forward the strategic options for leisure provision in conjunction with wider partners and stakeholders.

RECOMMENDED to Council:

4. To approve funding from the Council's General Fund Revenue budget of £85,000 to help support the Estates team with the priority 1 actions identified within the Leisure Strategy action plan on stock condition surveys and renegotiating existing dual use facility agreements.
5. The provision of a budget of up to £76,974 for the 2024/25 financial year to fund the Community Connector, Community Builder and Project Manager posts, subject to there being a review of future provision and funding. That delegated authority be given to the S151 officer in consultation with the Portfolio Holder for Finance, Portfolio Holder for Culture, Leisure, Sports and Tourism and Cllr Kim Bloxham, to agree the arrangements for hosting and the performance management regime.
6. The provision of a budget of £57,756 inclusive of 30% on costs to fund the Strategic Leisure Enabler Lead role.

REASON:

To enable the Council to agree a position on what and where to prioritise its future investment in its leisure facilities and activities, that were identified within the Leisure and Built Facilities Strategy 2021 -2031 and the draft Playing Pitch Strategy 2024.

168 **Combined Regulations for the Management and Control of EDDC Cemeteries**

The Licensing Manager sought approval of the combined Regulations for the Management and Control of the East Devon District Council Cemeteries and to include the proposed amendments to the combined regulations following public consultation.

RESOLVED that Cabinet:

Approve the introduction of combined Regulations to include proposed amendments for the Management and Control of East Devon District Council Cemeteries.

REASON:

To combine Regulations for the Management and Control of EDDC Cemeteries subject to proposed amendments following a public consultation. EDDC currently had three sets of regulations for the managed cemeteries within the district.

169 **Councillor DBS checks and Safeguarding Protocol**

The Monitoring Officer was seeking approval for a draft Protocol in relation to the introduction of Councillor basic Disclosure Barring Service (DBS) checks and consideration of any safeguarding issues.

RECOMMENDED to Council:

That the Councillor DBS Checks and Safeguarding Protocol to form part of the Council's Constitution, be agreed.

REASON:

The Council had decided as part of its Safeguarding Policy to undertake DBS checks for members. It was important that a process was put in place for undertaking those checks

and introducing a risk assessment process should any convictions and safeguarding concerns be identified.

170 Building Safety Regulator Recharges for Building Control Consultancy Services

The Building Control Manager's report explained that in accordance with the provisions of the Building Safety Act 2022, the Council was obliged to confirm its hourly charging rate for Building Control consultancy services to the new HSE Building Safety Regulator (BSR) in relation to High-Risk Buildings. This had been calculated to be £97.41 per hour + VAT.

RESOLVED:

That the hourly rate used to calculate external recharges for consultancy services to the Building Safety Regulator set at £97.41 per hour + VAT, be agreed.

REASON:

1. To ensure that BC service could adequately recover incurred costs associated with providing this consultancy service to the BSR.
2. The proposed revisions were in line with the methodology set out in Appendix A of the DLUHC circular letter.
3. Charges rates were to be reviewed annually and adjusted as appropriate to ensure cost recovery.

171 Local Government (Access to Information) Act 1985 - Exclusion of Press and Public

RESOLVED:

That under Section 100(A) (4) of the Local Government Act 1972 and in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public (including the press) be excluded from the meeting as exempt and private information (as set out against each Part B agenda item), is likely to be disclosed and on balance the public interest is in discussing the items in private session (Part B).

172 Feniton Flood Alleviation Scheme - entering Consultant Contract above £100k

The Feniton Flood Alleviation Scheme was progressing and the previous sub order to deliver detailed design and updated modelling had increased due to an increase in scope.

RESOLVED that Cabinet:

Agree to extend the existing contract to enter a contract to deliver the construction of Feniton Flood Alleviation Scheme.

REASON:

The designer/safety/environmental specialists were already in contract, via a framework agreement. Due to scope increase, including site supervision provision, the council wished to extend the contract.

173 **Boiler Trial - Project Review****RESOLVED that Cabinet:**

Approve the amended recommendations as outlined in the report.

Attendance List**Present:****Portfolio Holders**

M Rixson	Portfolio Holder Climate Action & Emergency Response
G Jung	Portfolio Holder Coast, Country and Environment
D Ledger	Portfolio Holder Sustainable Homes & Communities
M Hall	Portfolio Holder Economy
O Davey	Portfolio Holder Strategic Planning
S Jackson	Portfolio Holder Communications and Democracy
J Loudoun	Portfolio Holder Council and Corporate Co-ordination
N Hookway	Portfolio Holder Culture, Leisure, Sport and Tourism
P Arnott	Leader of the Council
P Hayward	Deputy Leader and Portfolio Holder Finance (Assets)

Also present (for some or all the meeting)

Councillor Brian Bailey
 Councillor Ian Barlow
 Councillor Kevin Blakey
 Councillor Kim Bloxham
 Councillor Colin Brown
 Councillor Jenny Brown
 Councillor Roy Collins
 Councillor Peter Faithfull
 Councillor Paula Fernley
 Councillor Mike Goodman
 Councillor Sam Hawkins
 Councillor John Heath
 Councillor Richard Jefferies
 Councillor Todd Olive
 Councillor Susan Westerman

Also present:**Officers:**

Tim Child, Assistant Director Place, Assets & Commercialisation
 Sue Clayton, Licensing Support Officer
 Amanda Coombes, Democratic Services Officer
 Simon Davey, Director of Finance
 Amy Gilbert-Jeans, Assistant Director Housing (Tenancy Services)
 Alison Hayward, Project Manager Place & Prosperity
 Andrew Hopkins, Corporate Lead - Communications, Digital Services and Engagement
 Phillippa Norsworthy, Licensing Manager
 Charles Plowden, Assistant Director Countryside and Leisure
 Liam Reading, Housing Strategy, Enabling and Projects Service Manager

Melanie Wellman, Director of Governance & Licensing (Monitoring Officer)
Andrew Wood, Assistant Director Growth Development and Prosperity

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Strategic Planning Committee held at Council Chamber, Blackdown House, Honiton on 2 April 2024

Attendance list at end of document

The meeting started at 10.00 am and ended at 12.30 pm. A brief adjournment took place from 11.20 am to 11.32 am.

86 Minutes of the previous meeting

The minutes of the Strategic Planning Committee meetings held on 5 March and 12 March 2024 were confirmed as a true record.

87 Declarations of interest

There were no declarations of interest.

88 Public speaking

There were no members of the public that wished to speak.

89 Matters of urgency

There were no matters of urgency.

90 Confidential/exempt item(s)

There were no confidential or exempt items.

91 Potential for designation of a Green Belt in the West End of East Devon

The report presented by the Assistant Director – Planning Strategy and Development Management was before the committee to set out some historical background and Government policy on Green Belts and to highlight some challenges involved in seeking to pursue a Green Belt designation.

The key issues highlighted would include a high level of work to gather the level of evidence needed to support a Green Belt Designation and the need to work in conjunction with Exeter City Council, Teignbridge District Council and Mid Devon District Council to help make a genuine case for a Green Belt. As a result, Members were advised a Green Belt designation could not be done for this Local Plan but if Members wished it could be pursued for a later Local Plan.

During discussion Members acknowledged that although a Green Belt designation was too late for this Local Plan they were keen for officers to explore this issue when considering the next Local Plan.

Discussion on the report included:

- Clarification was sought on the progress of the Green Wedges and a concern was raised about the delay in the Local Plan timetable. The Assistant Director – Planning Strategy

and Development Management advised that a report would be brought to committee after it was discussed at the newly formed Local Plan Working Group next week together with an update report on the timetable.

- Would a Green Wedge be considered if a Green Belt was not possible?
- It was suggested that the lessons learnt from Green Belts could be used to strengthen Green Wedges, Coastal Protection Areas and the Clyst Valley Regional Park.
- Green Belts do not need to go all around an area they could be smaller areas of land between two communities.
- A Green Belt is a lot more permanent than a Green Wedge.
- Although it would be good to consult with neighbouring Local Authorities we do not need to do this.
- It was questioned whether informal conversations with neighbouring authorities about pursuing a joint approach to a Green Belt could take place now. The Assistant Director – Planning Strategy and Development Management advised if Members were happy he would raise this with officers at the neighbouring authorities.
- Reference was made to paragraph 4.2 in the report and the need to plan for climate mitigations now. This cannot be left for another few years.
- It was suggested that the current leadership should start preparing the groundwork for a Green Belt designation now so that after this Local Plan has been approved we can start on the Green Belt immediately.
- It was suggested the report was very one sided in its evaluation.
- As there is a need to protect our countryside so there is no justification to hold back and do nothing.
- The green space that sits between East Devon and East of Exeter needs to be looked at in more detail as it won't be long before the two are indistinguishable.

The Assistant Director – Planning Strategy and Development Management acknowledged Members comments about the need for a Green Belt for the next Local Plan. He advised that in terms of the resource implications it was best to wait until the current Local Plan had been submitted for examination as this could impact on the deadlines for the current Local Plan.

During further discussion a concern was raised about the Assistant Director – Planning Strategy and Development's advice about waiting until the current Local Plan had been submitted for examination. It was highlighted that there were still other strategic priorities to consider including the Green Infrastructure Plan and it was questioned whether there would always be a reason to not start doing this work.

A further concern was raised about other important items that Members should be considering which includes receiving a report on the boundaries consultation that had ended in January 2023.

In light of Members comments Councillor Ben Ingham proposed to amend the proposed recommendation to read:

'That committee does not endorse the proposal to seek to designate a Green Belt in East Devon in the current emerging East Devon Local Plan.'

Councillor Ingham also proposed the following motion:

'That this committee receives a further report scoping out the resources required to progress a Green Belt so that it can decide whether to recommend to Full Council that it place in budgetary considerations this year to finance recruitment and support for the evaluation of a new Green Belt within East Devon for the next emerging East Devon Local Plan.'

Seconded by Councillor Jess Bailey.

The Chair invited Councillor Todd Olive to address the committee with his amendments to the proposed motion.

The amendments were as follows:

1. That committee notes the risks outlined by officers but considers that there is a strategic case for undertaking further assessment on the potential for a West End or wider Exeter Green Belt.
2. That committee request that the Assistant Director – Planning Strategy and Development Management, together with Council's political leadership, make urgent approaches to colleagues at Exeter, Mid Devon and Teignbridge Councils as appropriate, to explore the political and practical appetite for undertaking a fuller assessment, and feedback to Committee as soon as possible on the back of these discussions.

The proposer, Councillor Ben Ingham did not support the second amendment as he did not want the decision to be based on what those discussions lead to. In response the Assistant Director – Planning Strategy and Development Management advised that it would be logical to consider whether or not neighbouring authorities would want to jointly resource the Green Belt work especially if Members wanted to receive a report on resourcing.

Councillor Yehudi Levine seconded Councillor Todd Olive's amendment.

RESOLVED:

1. That Committee notes the risks outlined by officers but considers that there is a strategic case for undertaking further assessment on the potential for a West End or wider Exeter Green Belt.
2. That Committee receives a further report scoping out the resources required to progress a green belt so that it can decide whether to recommend to Full Council that it place budgetary considerations this year to finance recruitment and support for the evaluation of a new green belt within East Devon for the next emerging East Devon Local Plan.
3. That Committee request that the Assistant Director for Planning Strategy and Development Management, together with Council's political leadership, make urgent approaches to colleagues at Exeter, Mid Devon, and Teignbridge Councils as appropriate, to explore the political and practical appetite for undertaking a fuller assessment, and feedback to Committee as soon as possible on the back of these discussions.

Councillor Jess Bailey left the meeting.

92 **Clyst Valley and New Communities Local Cycling and Walking Infrastructure Plan (LCWIP)**

The Committee considered and discussed the report presented by the Assistant Director – Planning Strategy and Development Management setting out a proposed response to the Clyst Valley and New Communities Local Cycling and Walking Infrastructure Plan (LCWIP).

The aim of the consultation was to identify walking and cycling improvements to the West End of the district extending to Woodbury, Broadclyst and Whimble and to compliment any existing LCWIP's.

The Assistant Director – Planning Strategy and Development Management referred to figure 2 in the report that gave an overview of the cycle route recommendations and how these would link into the Clyst Valley Trail, Killerton and Broadclyst, Cranbrook and the new community. Members were reminded that following the meeting on 5 December where Strategic Planning Committee Members resolved that option 1 would be the council's preferred approach for a new community, this would now be the basis that the council would be recommending that the LCWIP is reviewed to reflect option 1 only.

It was highlighted to Members that a lot of the focus was on the east/west movement in and out the city and it was important to comment that there is a need to link more communities in East Devon, including the new community, Woodbury, Woodbury Salterton, Clyst St Mary and Clyst St George.

Members were invited to submit their own individual comments on the consultation before the 7 April 2024 deadline.

Discussion on the LCWIP included:

- Clarification was sought about the cycleway between Whimble and Cranbrook along the railway line.
- It was hoped that the cycleways would be kept clear and tidy.
- The Chair highlighted an email response from a Broadclyst resident wanting Broadclyst adding to a sentence on page 34 and to add a further sentence to provide a safe and secure cycleway between Broadclyst and Westclyst for the children at Clyst Vale Community College. The Assistant Director – Planning Strategy and Development Management advised this was already part of the proposals.
- Pleased to be having these discussions as walking and cycling are important to the health and wellbeing of society. Need to encourage people to keep active.
- Could a comment be included about clearing away hedge debris after they have been flayed as this makes it dangerous for cyclists. Perhaps DCC could introduce a new policy?
- Maps are difficult to understand.
- Clyst St Mary and Clyst St George are dangerous to cycle and walk around and the Clyst Valley Trail is in the wrong place. A suggestion was made to add a strongly worded comment about forcing danger on cyclists, pedestrians and car users as DCC are proposing the wrong solution for Bishops Clyst. It was suggested to remove the gold line from Bishops Clyst down to Clyst St George and the pink line to be uprated as this is the offroad solution. The Assistant Director – Planning Strategy and Development Management acknowledged the points made and advised the concerns would be flagged from a safety perspective.
- A suggestion for a park and change so cycling can happen in rural areas.
- Cycle paths need to be kept separate from the traffic – mixing is dangerous.
- Support the comments about the lack of appropriate high-quality and attractive cycling and walking infrastructure from Exeter to Cranbrook.
- Cyclists in Cranbrook do not like the shared paths as they need to cross over road junctions and private paths.
- Whimble to Cranbrook abruptly ends at the eastern edge of Cranbrook.
- The Netherlands prioritises cyclists over vehicles. The NPPF favour development. We need to change the way of thinking and plan ahead of development.

The Assistant Director – Planning Strategy and Development Management outlined the following comments that needed to be added to the council's response to the consultation based on Members discussion:

- Safety issues regarding Bishops Clyst.
- Segregated commuter routes.
- Maintenance of cycle paths.
- Emphasis needed on children being able to cycle safely to schools.

Councillor Mike Howe proposed the recommendation to include the comments outlined by the Assistant Director – Planning Strategy and Development Management, seconded by Councillor Kevin Blakey.

RESOLVED:

That committee endorse the proposed response to the Clyst Valley and New Communities LCWIP consultation and approve its submission to Devon County Council with delegated authority to the Assistant Director – Planning Strategy and Development Management, in consultation with the Chair and Vice Chair to agree to the final wording.

Councillor Todd Olive left the meeting during discussion and did not take part in the vote.

Attendance List

Councillors present:

B Bailey
J Bailey
K Blakey
B Collins
O Davey (Chair)
P Fernley
P Hayward
M Howe (Vice-Chair)
B Ingham
Y Levine
T Olive

Councillors also present (for some or all the meeting)

I Barlow
K Bloxham
C Brown
R Collins
P Faithfull
G Jung
M Rixson

Officers in attendance:

Ed Freeman, Assistant Director Planning Strategy and Development Management
Damian Hunter, Planning Solicitor
Wendy Harris, Democratic Services Officer

Councillor apologies:

C Fitzgerald
M Hartnell
D Ledger

H Parr

Chair

Date:

Report to: Council

Date of Meeting 17 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Outcome of Corporate Peer Challenge

Report summary:

The Local Government Association (LGA) were commissioned by East Devon Council to conduct a Corporate Peer Challenge (“CPC”) following a Motion at Full Council in July 2023.

The CPC took place in early February 2024. The findings can be used to ensure that the Council has the arrangements in place to support and maintain ongoing improvement at the council.

To deliver the recommendations contained in the CPC, an action plan and timetable to identify the necessary resources will be developed and report back to members in June/July 2024.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

1. To note the report and recommendations from the LGA.
2. To request that the Directors prepare an Action Plan identifying the resources required to deliver the recommendations from the CPC.
3. To present the Action Plan to Cabinet and then to an extraordinary Full Council in June/July 2024.

Reason for recommendation:

To support and maintain ongoing improvement at the Council.

Officer: Melanie Wellman, Director of Governance and Licensing
(melanie.wellman@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 proposal to develop and prepare an action plan will assess any equality implications arising.

Climate change Low Impact

Risk: Low Risk; The recommendations in the CPC will ensure that the Council has the arrangements in place to support and maintain ongoing improvement at the Council.

Links to background information N/A

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. The Local Government Association (LGA) were commissioned by East Devon Council to conduct a Corporate Peer Challenge (“CPC”) following a Motion at Full Council in July 2023.
2. The CPC took place in early February 2024. The Peer Challenge team spent three days onsite at East Devon District Council, during which they:
 - Gathered information and views from more than 30 meetings, in addition to further research and reading.
 - Spoke to almost 150 people including a range of council staff together with members and external stakeholders.
3. The review focused on five key themes:
 1. **Local priorities and outcomes** - Are the council’s priorities clear and informed by the local context? Is the council delivering effectively on its priorities?
 2. **Organisational and place leadership** - Does the council provide effective local leadership? Are there good relationships with partner organisations and local communities?
 3. **Governance and culture** - Are there clear and robust governance arrangements? Is there a culture of challenge and scrutiny?
 4. **Financial planning and management** - Does the council have a grip on its current financial position? Does the council have a strategy and a plan to address its financial challenges?
 5. **Capacity for improvement** - Is the organisation able to support delivery of local priorities? Does the council have the capacity to improve?
4. The findings from the review can be used to ensure that the Council has the arrangements in place to support and maintain ongoing improvement at the council.
5. The LGA issued their report in late February 2024. The report has to be published by 8 May 2024 (which we have complied with) and our action plan addressing the findings has to be published by 8 July 2024.
6. The full findings are set out in Appendix 1 and include nine key recommendations as follows:

Recruitment of a Chief Executive

- a) Progress the plans to recruit a Chief Executive and ensure sufficient capacity at director level to support the leader and councillors with strategic vision and provide vision and direction to staff.

Consideration of Cabinet working arrangements

- b) Consider and explore options to enhance Cabinet working arrangements, for example: making space for strategic workshop sessions with senior management, so that the Cabinet can work even more effectively.

Invest in councillor and officer development

- c) Invest in an ongoing programme of councillor development and training and political awareness training for staff to ensure wider understanding of the roles and responsibilities of councillors and officers respectively.

Streamline the actions in your new Council Plan

- d) As the council's new Council Plan is developing, further prioritise the number of actions that sit under the four themes in the new Council Plan to and delegate to and empower staff within the organisation to deliver those actions across the life of the plan.

Resist the temptation to undertake further external reviews

- e) Consolidate the learning and recommendations from the reviews the council has undertaken and focus on addressing the actions arising from the various reports. Continue to build on governance improvements systematically reviewing all elements of the council's governance and implementing improvements where necessary.

Develop a programme of external engagement and make outwardly focused work a priority for the new Chief Executive

- f) Develop external engagement with partners and stakeholders for example, undertake work with town and parish councils to include planning matters and host a regular Developer and Agents Forum that includes officers and the portfolio lead for planning. The new Chief Executive should prioritise work on an external focus and profile for the council; external partners are waiting to work with you at a district, county and regional level.

Consider using councillor and officer ambassadors

- g) Consider using councillor and officer ambassadors to address reputation management and assist with 'myth busting'. Sense check where the council is now and where it wants to be.

Review visibility with housing tenants

- h) Whilst ensuring greater visibility with housing tenants is underway, ensure that engagement with them is effective and meaningful to sense check what they would find valuable to support the relationship between housing tenants and the council, and simultaneously address performance.

Provide direction for leisure and culture provision

- i) Identify specific principles for leisure and culture provision that include timescale and budget parameters to ensure a financially sustainable model of service delivery.

- 7. An action plan, including a timetable for completing actions, will need to be developed to support the recommendations, including identifying any resources required to deliver the

recommendations. This will be presented to Cabinet in June 2024 and then to an Extraordinary Council in late June/early July 2024.

Financial implications:

No direct financial implications arise from the report; however, resource implications may follow from the development of the action plan.

Legal implications:

There are no substantive legal issues to be added to this report

LGA Corporate Peer Challenge

East Devon District Council

6 – 8 February 2024

Feedback report



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1. Executive summary

East Devon District Council (EDDC) is an ambitious council that is keen to make a positive difference to residents' lives and the environment in East Devon. Officers working at the council describe that they are working in a progressive and forward thinking environment. Officers have shown great resilience during the challenges of recent years which have been the subject of public reporting. The council's political leadership changed in 2019 after 45 years of Conservative administrations and the chief executive retired in October 2023 after 21 years in the role. This significant level of change impacted the council both politically and operationally and for some time the council suffered a lack of direction.

The council is working hard to address the challenges and has made clear progress on its journey of improvement. After a period of transition at senior officer level there is now a sense of stability, in no small part arising from how well the three interim chief executives, appointed in September 2023, have worked together. However, capacity at that senior level is limited at the moment and a permanent chief executive is needed to provide vision and direction to the staff and to support the leader and members with a strategic perspective.

The council's Cabinet work collaboratively and strive to improve themselves and the council. They may benefit from reviewing their working arrangements, for example by establishing regular workshop style sessions with senior management to inform early strategy and policy development; the senior management team will benefit from this too. Other suggestions include having informal Cabinet meetings to review draft reports and ensure all the necessary information is available to inform decisions that will be made in public; enhancing the forward plan of future decisions; empowering portfolio holders to present reports at Cabinet and ensuring that they are held to account at scrutiny. Measures and actions such as these will enable the Cabinet to work even more effectively as a cohesive team and with senior management.

The council has recently undertaken a great deal of work around improving governance and this needs to be both continued but also seen through, so the benefits are fully realised. Importantly, the peer team observed that councillor/officer relationships were positive, which was not always the case.

The council should invest in further councillor and officer development, for example, a review of the councillor induction programme that addresses learning and development needs throughout the term of the council, and political awareness training for officers would ensure newly elected councillors and officers understand their different roles and responsibilities.

A refresh of scrutiny training would help to ensure that discussions at those meetings are focused and both Overview and Scrutiny Committees and the Housing Review Board are adding value.

EDDC shows some strong performance in certain key areas which are referenced later in this report. Therefore, now is a great opportunity for the councillors and management team to move above and beyond the internal matters that have occupied the council's time and enhance its reputation further. The council is now at a point where it needs to raise its profile externally at a county and regional level and be part of wider debates around devolution and regional place shaping. The leader is currently the chair of the Devon Districts Forum, and this provides a platform to build on, particularly with the recent announcement of the Devon and Torbay Devolution Deal.

It will be important for the new chief executive, once in post, to develop a programme of external engagement to build on partnership working which will help to enhance the council's external reputation.

EDDC is currently consulting on a new council plan. The peer team has seen a draft of the council plan and would recommend that the number of actions supporting the themes is streamlined to ensure that delivery of the priorities are achievable within the resources available.

Developing the council's narrative once that new council plan is approved will broadcast the aims and priorities of the council across the district, county and sub region. Considering the use of councillor and officer ambassadors as part of telling the story will help to address any legacy reputation issues.

The council has 4,300 tenanted properties. There are challenges with the Housing Service and whilst a great deal of work has been undertaken to address the issues arising from staff capacity, stock condition, complaints and repair requests, more needs to be done to improve tenant engagement, contract management and performance in dealing with repairs.

Building on the work that is already ongoing by further engaging with tenants to clearly establish what they would find valuable, should help improve the service that is received and relationship between tenants and the council.

Whilst the council has a robust approach to financial planning and an excellent track record of financial management, there are some areas that could present a financial risk. The financial viability of the Housing Revenue Account and ability to address the stock condition issues of properties is a risk.

A further risk is the provision of leisure and culture. The council should identify specific principles for the provision of these services that include timescale and budget parameters so that decisions can be made to ensure future service delivery is financially sustainable.

EDDC has undertaken a comprehensive programme of external reviews prior to this corporate peer challenge taking place. This demonstrates a clear desire for continuous improvement and the council has clearly taken on board the various feedback that has resulted in a number of recommendations for EDDC to take account of. The peer team recommendation is that an action plan is produced and included as part of the next Annual Governance Statement that consolidates the actions arising and has councillor oversight for monitoring of delivery.

2. Key recommendations

There are a number of observations and suggestions within the main section of the report. The following are the peer team's key recommendations to the council:

2.1 Recruitment of a Chief Executive

Progress the plans to recruit a Chief Executive and ensure sufficient capacity at director level to support the leader and councillors with strategic vision and provide vision and direction to staff.

2.2 Consideration of Cabinet working arrangements

Consider and explore options to enhance Cabinet working arrangements, for example: making space for strategic workshop sessions with senior management, so that the Cabinet can work even more effectively.

2.3 Invest in councillor and officer development

Invest in an ongoing programme of councillor development and training and political awareness training for staff to ensure wider understanding of the roles and responsibilities of councillors and officers respectively.

2.4 Streamline the actions in your new Council Plan

As the council's new Council Plan is developing, further prioritise the number of actions that sit under the four themes in the new Council Plan to and delegate to and empower staff within the organisation to deliver those actions across the life of the plan.

2.5 Resist the temptation to undertake further external reviews

Consolidate the learning and recommendations from the reviews the council has undertaken and focus on addressing the actions arising from the various reports. Continue to build on governance improvements systematically reviewing all elements of the council's governance and implementing improvements where necessary.

2.6 Develop a programme of external engagement and make outwardly focused work a priority for the new Chief Executive

Develop external engagement with partners and stakeholders for example, undertake work with town and parish councils to include planning matters and host a regular Developer and Agents Forum that includes officers and the portfolio lead for planning. The new Chief Executive should prioritise work on an external focus and profile for the council; external partners are waiting to work with you at a district, county and regional level.

2.7 Consider using councillor and officer ambassadors

Consider using councillor and officer ambassadors to address reputation management and assist with 'myth busting'. Sense check where the council is now and where it wants to be.

2.8 Review visibility with housing tenants

Whilst ensuring greater visibility with housing tenants is underway, ensure that engagement with them is effective and meaningful to sense check what they would find valuable to support the relationship between housing tenants and the council, and simultaneously address performance.

2.9 Provide direction for leisure and culture provision

Identify specific principles for leisure and culture provision that include timescale and budget parameters to ensure a financially sustainable model of service delivery.

3. Summary of the peer challenge approach

3.1 The peer team

Peer challenges are delivered by experienced elected member and officer peers. The make-up of the peer team reflected the focus of the peer challenge and peers were selected on the basis of their relevant expertise. The peers were:

- Councillor Mike Every – Liberal Democrat Member Peer, Deputy Leader Cotswold District Council
- Councillor Colin Noble – Conservative Member Peer, Suffolk County Council
- Kath Marriott – Lead Peer, Chief Executive Rushcliffe Borough Council
- Stephen Capes – Director of Regeneration and Policy, Derbyshire Dales District Council
- Heather Wills – Principal Advisor (Finance and Governance), Local Government Association
- Kathryn Trant – Peer Challenge Manager, Local Government Association

3.2 Scope and focus

The peer team considered the following five themes which form the core components of all Corporate Peer Challenges. These areas are critical to councils' performance and improvement.

1. **Local priorities and outcomes** - Are the council's priorities clear and informed by the local context? Is the council delivering effectively on its priorities?
2. **Organisational and place leadership** - Does the council provide effective local leadership? Are there good relationships with partner organisations and local communities?
3. **Governance and culture** - Are there clear and robust governance arrangements? Is there a culture of challenge and scrutiny?
4. **Financial planning and management** - Does the council have a grip on its current financial position? Does the council have a strategy and a plan to address its financial challenges?
5. **Capacity for improvement** - Is the organisation able to support delivery of local priorities? Does the council have the capacity to improve?

3.3 The peer challenge process

Peer challenges are improvement focused; it is important to stress that this was not an inspection. The process is not designed to provide an in-depth or technical assessment of plans and proposals. The peer team used their experience and knowledge of local government to reflect on the information presented to them by people they met, things they saw and material that they read.

The peer team prepared by reviewing a range of documents and information in order to ensure they were familiar with the council and the challenges it is facing. The team then spent three days onsite at East Devon District Council, during which they:

- Gathered information and views from more than 30 meetings, in addition to further research and reading.
- Spoke to almost 150 people including a range of council staff together with members and external stakeholders.

This report provides a summary of the peer team’s findings. In presenting feedback, they have done so as fellow local government officers and members.

4. Feedback

4.1 Local priorities and outcomes

EDDC adopted a council plan in 2021 with a vision for the following three years to make a positive difference to residents’ lives and the environment in East Devon.

A new council plan is now in development following consultation with councillors, officers, stakeholders and residents. The priorities are clear and work well. They continue the three themes from the previous plan, in short, ‘Better Homes and Communities for all’, ‘A Greener East Devon’ and ‘A Resilient Economy bringing Prosperity to the district’. There is an additional theme included in the new council plan around the ‘Delivery of Quality Services’. Traditionally EDDC has been one of the better performing and more outwardly-looking councils in Devon and the addition of this theme confirms the council’s ambition to overcome the more recent challenges and return to being a top performing council.

A draft of the plan was shared with the peer team. It currently includes 52 actions and 100 measures. This number will be difficult to manage effectively, and the peer team recommend that the actions and measures should be streamlined based on deliverability and priority, or at least profiled over the four years of the plan.

EDDC has a strong economic development strategy and a team of officers delivering that strategy who are highly respected. A quote from one stakeholder was *“I feel very listened to – the business support offer is right up there compared to other local authorities I’ve worked with. No hesitation”*. The council has good levels of engagement with local businesses and has supported excellent regional level growth sites within the Exeter and East Devon Enterprise Zone (EEDEZ). The council has worked in collaboration with partners to enable growth ambitions and to drive clean growth and create jobs and a skilled workforce for the future. A brand strategy for EEDEZ has been developed and agreed that sets the purpose of the EEDEZ “To provide a world class, low carbon environment for business successes”. This makes clear the ambition for the zone and has attracted businesses with a similar ethos.

EDDC is establishing a corporate green team which will include senior representatives from each of the council's services. This is a good approach to embedding climate change work across the council and ensuring that climate change priorities are included as specific areas of development in all service plans.

The peer team saw practical examples of the council tackling climate change in the district, for example the drive for clean growth at EDEZ, the visit to the depot to see the treatment of recycling material, and the district generally appeared extremely clean and tidy which is a credit to frontline operatives.

EDDC has excellent recycling rates and low levels of residual waste as evidenced by the [LG Inform](#) report. The LG Inform data and performance information system is hosted by the Local Government Association on behalf of the sector and, using the most recently available data, shows that EDDC, when compared to other councils in its Chartered Institute of Public Finance and Accountancy (CIPFA) 'family' grouping of other similar authorities, has the lowest levels of residual waste at 255.7kg per household against a mean of 428.8kg and best recycling rates at 59.5% of waste collected against a mean of 43.07%. These figures represent one of the core strengths of EDDC that has been embedded over a number of years.

Cranbrook is a new community being developed in East Devon. 3,200 homes have so far been delivered and there are further phases of the development to be constructed. EDDC has reviewed its approach to the delivery of Cranbrook and taken the lessons learnt, for example infrastructure needing to be in place and more community engagement and will apply them into the planning and delivery of a second new community in the district.

Despite a great deal of work taking place over the last few months, there are challenges within the Housing service in terms of staffing levels and capacity, repairs performance, the complaints procedure and poor stock condition of the properties. EDDC has 4,300 tenanted properties. A stock condition survey of all properties is almost complete and whilst the survey is part of a project to support making the properties more energy efficient, it will also identify stock condition issues and in time should reduce repeated repair requests. Feedback from some tenants suggests that a higher profile from members and officers would be welcome. The peer team recognise that significant engagement work has been undertaken but would recommend

engaging with residents who are keen to help to sense check what support they would welcome in strengthening the relationship between tenants and the council. Ensuring effective engagement, listening and responding to tenants as well as involving them in solutions. The sentiment expressed was that “*they are the council’s houses, but our homes*”.

Once the stock condition survey is complete, a realistic and costed programme of housing improvements will be required and will need to be built into the Housing Revenue Account once the information is available.

Council Plan priorities and actions feed into service plan objectives and then flow into team and individual objectives known as the Performance Excellence Reviews (PER). This ensures a ‘golden thread’ from council priorities through service plans to individual staff through their objectives.

Performance management is currently managed within teams and reviewed quarterly by the Corporate Performance and Project Management Team and reported to the Senior Leadership Team (SLT) and Scrutiny Committee. The council may wish to consider an overarching corporate approach at senior level to performance management with a clear formalised process so that SLT and Cabinet can quickly see and manage corporate performance and therefore respond to emerging issues that may be impacting service delivery, for example monthly performance clinics with a dashboard of indicators. Corporate oversight on a regular basis of delivery of significant programmes and projects (defined in terms of risk as well as scale) should be included to enable corporate management of projects and identification of risks that could impact on delivery.

The council’s approach to equality, diversity and inclusion is a work in progress and whilst it is too early to judge its effectiveness, the impact of work so far is positive. Examples of work include the equality impact assessment template has been updated, the policy will be reviewed in 2024 with councillor and officer training planned, and work is taking place to identify and build relationships with groups to support and inform community engagement work. A corporate lead for the work has been identified.

4.2 Organisational and place leadership

The Anti-Poverty work is a great example of EDDC leading a partnership – the council is rightly proud of this work and should consider showcasing it more widely on the national stage. It involves the council working in collaboration with partners to support residents in helping to address root causes of poverty. Through collaborative working the council can help residents access all the services available to them whilst also supporting them to learn how they can access the support themselves. This has only become possible through building strong working relationships with partners across the business and voluntary sector.

EDDC also works in partnership with service providers such as SUEZ who provide recycling and waste services, LED Community Leisure Ltd who provide leisure centre services and Strata Service Solutions who provide ICT to EDDC and two neighbouring councils.

Partners are impressed by the openness and willingness to collaborate that was demonstrated by EDDC. This is a clear example of partnership working that could put EDDC back on the regional stage. The council's partners would like to see EDDC step forward and show regional leadership on priorities that are important to it.

One of the stakeholders commented “*Stuffed full of environmental gems is East Devon like a string of pearls – the only thing holding us back is working together*”.

There have been some challenges with partnership working too, for example with Devon County Council (DCC) and Exmouth on the masterplan work. It appeared the previous masterplan was not sufficiently consulted on to secure full public and partner support and funding. However, the council has undertaken significant regeneration work linked to its land holdings along the Exmouth seafront. It will be a positive step to see this work continue with an overarching vision in place.

EDDC should continue to develop the relationships with town and parish councils, of which there are 69 in total. The council recognises this need and already has plans in place to address this such as holding workshops in the summer of 2024, particularly around planning and s106 spend. There is a clear opportunity to strengthen the relationships through proactive and consistent engagement mechanisms and by consulting on sensitive issues such as the Local Plan as a matter of course.

The Leader of EDDC should have the confidence to undertake his role given the trust placed in him by his fellow cabinet colleagues. He is perceived by neighbouring councils as becoming more 'statesmanlike', both as Leader of council and as the current chair of the Devon Districts Forum. Once the new chief executive is in place, they will need to represent the district strategically alongside the Leader to raise the profile and reputation of the council. This will address the more recent perception that EDDC has become more inward facing and will help to rebuild the external reputation of the council and further develop a network of partners.

The new senior management team at EDDC includes a number of Assistant Directors. This team works well together and shows great commitment to the council and the district. The talent at this level could be harnessed to lead on corporate project work and managing cross cutting themes of work, for example on Equality, Diversity and Inclusion, on Performance Management, on the Green Team, on adopting a customer centric approach. This would ensure corporate oversight and perhaps offer the opportunity for other officers to become involved in work themes of particular interest to them.

There have been media reports about bullying at EDDC but the peer team did not find this to be the culture and staff said positively that they didn't recognise this portrayal of EDDC. Internally the council is seen as 'progressive' and 'forward thinking'. There is a sense from officers and councillors of a desire to move forwards and stop focusing on the recent challenges, the council has turned a corner and a positive direction of travel is now set. EDDC should consider developing staff ambassadors to counteract some of the negative press about EDDC as a workplace. An example could be to build on the recruitment video that is already on the EDDC website where officers speak so positively about the benefits of working for the council.

EDDC has a good external communications strategy. The council uses extensive external communication methods including e-newsletters, residents' newsletters which are delivered three times a year, an App and engagement through social media which is monitored and responded to allowing for real time communication. The council recently consulted on the new council plan and is aiming to provide an evaluation of the responses received, if and how the council plan is altered in line with feedback. This will demonstrate the council's intention to engage rather than communicate so that residents can be confident that the council is listening and proactively seeking views.

In terms of internal communications, staff are well informed and comfortable that they have the opportunity to have their voices heard at staff awareness sessions and briefings. A councillors' newsletter has recently been developed and joins the impressive range of internal communications that the council has adopted.

4.3 Governance and culture

The council has invited a number of reviews to take place which clearly demonstrates a desire for continuous improvement following a period of transition. The Centre for Governance and Scrutiny (CfGS), the Planning Advisory Service (PAS), Investors in People (IiP) and Grant Thornton in their Value for Money Auditors Report have all recently provided recommendations to EDDC prior to the LGA corporate peer challenge taking place.

There is now an opportunity for senior officers and councillors to take key outstanding points from the reviews listed above and include them in the annual review of the council's controls and governance. This review ensures wider understanding of areas where ongoing improvement is required and so that the council's Annual Governance Statement fully reflects both areas for improvement and actions the council will take to address them. The peer team recommends that the Audit and Governance committee monitors delivery of the Annual Governance Statement action plan in addition to reviewing the draft statement prior to its approval.

EDDC has already undertaken, and has a number of actions underway, to improve governance arrangements at the council, including:

- A refreshed Senior Leadership Team allowing a full cascade of information to all staff and full engagement of all senior officers in decision making.
- A weekly meeting between the interim chief executives and the Leader and Deputy Leader providing a two way communication channel which is constructive and supportive.
- Action to revise the template for decision-making reports to support officers to ensure that councillors receive all appropriate information and advice.
- The setting up of a 'Constitution Member Working Group' to work on the wholesale review of the constitution.

- The updating and approval of a new risk policy and consideration of the council's risk appetite.

The council should continue to build on its work to update its risk management approach and ensure that Cabinet are sighted on the council's strategic risks. Further areas for consideration include ensuring that service and strategic risks are reviewed in a timely way to respond to changing circumstances.

Councillor/officer relationships are largely positive and productive. A councillor/officer protocol is in place and will be reviewed after the corporate peer challenge has taken place. It will be important that this protocol is a constant reference once the new chief executive is in place to ensure the head of paid service role is clearly and widely understood, as well as roles of senior councillors.

The peer team recommend investment in an ongoing programme of councillor development and officer training to ensure understanding of the different roles and responsibilities in addition to ensuring that councillors are equipped to perform all of their roles and are kept updated on new developments. Officers may benefit from political awareness training to ensure wider understanding of the different roles for councillors and officers. Councillors will benefit from a refresh of scrutiny training to ensure discussions at their respective committees are focused and adding value, coordinated with implementation of actions arising from the Scrutiny Improvement Review. The council should continue to use the resources available such as the South West Audit Committee Chairs Forum and the LGA Leadership offer.

Outcomes from motions to council are not reported back to councillors. Similarly, recommendations from the scrutiny committees are not tracked to show their impact. The council should develop a tracking reporting mechanism so that the loop is closed on outstanding actions and motions. This will allow councillors to see the impact of actions recommended and motions debated and passed. A summary of this could be included in an annual report to full council.

The Cabinet works collaboratively. However, the peer team recommend that the Cabinet consider their working arrangements as there are opportunities available to them that could make them work even more effectively together. Examples include informal workshops with ELT to sense check areas of work, empower portfolio holders to present their reports to Cabinet and developing a clear forward plan. All of these

options will support the Cabinet in working together in a cohesive way to lead EDDC. EDDC is not unusual in reporting challenges with timetabling of formal council meetings, and a number of councillors reported issues with the timing of meetings. It will be important to understand if there is a related impact on meeting attendance. This is a topic that could perhaps be explored by a councillor working group, if the council felt it would be helpful to do so.

4.4 Financial planning and management

EDDC has an excellent financial track record and has successfully managed the General Fund budget in recent years without recourse to use of reserves. The council has developed a Financial Sustainability Model (FSM) which is a process that undertakes reviews to ensure value for money, drives efficiencies to see what savings can be achieved and forms an evidence base that the council has done what it can. The FSM and savings plans to balance future budgets should be part of the budget and budget monitoring reports to decision making bodies and to scrutiny, to provide clarity and detail to aid early decision making and should include 'big ticket' items as well as service efficiencies.

The council has a robust approach to financial planning. Its Medium Term Financial Plan covers a period of 10 years, updated each autumn, and it provides a sound basis for setting the following year's budget. The council ensures that the council plan objectives are aligned to the budget so that resources are linked.

The MTFP includes a significant challenge in 2026/27 if there is a rebasing of business rates as the council has benefitted greatly from retained business rates. The challenge for the council will be the extent to which the FSM by itself will be sufficient to bridge any budget gap that arises as a result of rebasing of business rates. The revenue budget should be modelled for 2026/27 onwards, using a variety of scenarios regarding the potential impact of business rates revaluation and other risks, and this modelling will help to inform decisions as planning activity during the next year will be key.

The council's overall financial monitoring is reported quarterly to Cabinet, but performance monitoring is not being reported to Cabinet. EDDC should ensure that both budget monitoring and performance monitoring is done regularly at the right level.

The council may wish to review how the budget is scrutinised as it was reflected to the peer team that service plans were more of a focus than the budget itself as part of the preparation for budget setting for 2024/25. Cross party budget workshops are a mechanism used by many councils to ensure the focus of budget discussions remains high level and strategic.

The council could benefit from taking the opportunity to review the work programme and effectiveness of the Audit and Governance Committee, informed by CIPFA guidance, indeed it is recommended good practice to do so. By reviewing its work programme against its terms of reference (and by ensuring that its terms of reference match CIPFA guidance as part of the constitution review) it can ensure its annual work programme covers the right bases.

Notwithstanding the robust approach to financial planning, there are a number of areas that represent a financial risk to the council. These include:

- The waste and recycling contract – a large overspend is forecast
- Housing stock – the financial impact of the stock condition survey
- Leisure

In respect of leisure, the council needs a clear strategy that sets out a plan of delivery with key principles. Questions for the council to ask include: What leisure and culture provision does EDDC need/can afford? What is the timescale for decision making to ensure a financially sustainable solution?

The council should consider better developing and defining its portfolio of leisure and culture as not every site needs all services. Conduct benchmarking and visit other authorities to inform the exploration for sustainable delivery models. These will need to balance opportunities (such as health and decarbonisation agendas) with threats (such as the costs of maintaining ageing leisure facilities).

The risks arising from the financial impact of the stock condition survey will be known once the survey is complete and can then be built into the ongoing budget. Until then, the council is exposed so needs to expedite this work. Building into the existing budget may not be easy and looking outwards for examples of good practice may help to address the challenge.

The waste and recycling contract risks relate to the large overspend forecast for 2023/24 and the significant additional funding in the draft budget for 2024/25. It is unclear whether the additional funding will be sufficient given the level of overspend and this will need to be closely monitored.

4.5 Capacity for improvement

The three interim chief executives were appointed in September 2023 after the retirement of the previous chief executive. Under their guidance and direction there is a sense of stability across the council, and they should be applauded for the way they have worked together. They have used staff awareness sessions to make sure the workforce feel engaged and valued.

However, a permanent chief executive is needed and the plans for recruitment into this role should be progressed to ensure sufficient capacity at director level to support the leader and Cabinet to provide strategic vision and direction and provide direction to staff and oversight of delivery. Officers are looking forward to feeling more settled once the new chief executive is in post and there is a sense of anticipation that the new chief executive will provide more direction to staff.

Currently, the split of services is across the three interim chief executives. Whilst it will be a decision for the new chief executive once in post, it will be helpful to get staff and resources into the right place and take the opportunity to ensure an appropriate distribution of services and responsibilities across the roles.

Some services had workforce capacity issues that were impacting on service delivery, for example the peer team heard of capacity issues in finance, housing and planning. The workforce problems in finance and housing are being addressed, but capacity in planning is a national issue and harder to solve. The measures set out below as part of the wider measures to address recruitment challenges will help.

The council is working closely with Strata, its ICT partner on Transformation, ensuring there is a customer focus as the programme progresses. There is a clear direction of travel for the digital by default project. Resources are not limitless, but the Council now has a prioritisation process so that urgent ICT and transformation projects are progressed first.

The council has introduced a workforce plan, and this is currently being revised. The plan will be used to inform the council's future people strategy and priorities and will be an effective tool in allowing managers to identify workforce needs and gaps and how to address them.

EDDC has employed a number of effective measures to address recruitment challenges. During 2021 and 2022 the council undertook a Reward Review to address recruitment challenges. Alongside a wider pay review the council has implemented the Real Living Wage as part of the proposals which aligns to the Poverty Reduction Strategy. Further actions to address recruitment challenges include the 'Grow our Own' plans and to support this the council has become a member of the South West Apprenticeship Ambassador network which promotes apprenticeships to other employers. EDDC currently has 17 apprenticeships which is impressive.

The council introduced a Personnel Committee to oversee workforce matters and monitor vacancies to give councillors oversight of capacity and resource issues. The peer team would question whether this committee will be necessary once the new chief executive is in post as workforce matters will be their responsibility.

EDDC has an impressive range of internal engagement. Officers report good levels of engagement and communication including welcome meetings, staff awareness sessions, an apprentice lunch and star awards. There is a wellbeing offer that is positive and welcomed by staff, 'Happy, Healthy, Here', which offers a wide range of support and initiatives to staff.

5. Next steps

It is recognised that senior political and managerial leadership will want to consider, discuss and reflect on these findings.

Both the peer team and LGA are keen to build on the relationships formed through the peer challenge. The CPC process includes a progress review within twelve months of the CPC, which provides space for the council's senior leadership to update peers on its progress against the recommendations from this report.

In the meantime, Paul Clarke, Principal Adviser for South West, is the main contact between your authority and the Local Government Association. Paul is available to discuss any further support the council requires. paul.clarke@local.gov.uk.

Report to: Council

Date of Meeting 17 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Council Plan 2024/2025 - Recommendation from an Extraordinary Cabinet meeting on 10 April 2024

Report summary:

This report sets out the Cabinet recommendation to Council arising from their consideration of the Council Plan for East Devon District Council.

Note: The references in this report to Paper A relate to the relevant report considered by the Cabinet with recommendations for Full Council to consider and are appended to this report for reference.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That Council approves the Council Plan 2024-2028 including its actions and measures.

Reason for recommendation:

To progress the Council Plan to the final stage of agreement and provide clarity as to the ongoing monitoring of the actions from the plan.

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

Report to: Cabinet

Date of Meeting 10 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Council Plan 2024-2028

Report summary:

This report is provided for Cabinet to review and agree the new Council Plan 2024-2028

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

- 1) that Cabinet agree the council plan 2024-2028 including its actions and measures and recommends its approval to Council.
- 2) that Cabinet give delegated authority to the Director of Finance in consultation with the Portfolio Holder Council and Corporate Co-ordination to make any minor changes to the text as required prior to submission to Full Council.
- 3) that Cabinet consider and agree the frequency of monitoring of the actions and measures set out on the plan.

Reason for recommendation:

To progress the Council Plan to the final stage of agreement and provide clarity as to the ongoing monitoring of the actions from the plan.

Officer: Simon Davey, Director of Finance (CFO/S151) & Interim Chief Executive (shared Role),
sdavey@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

Climate change Low Impact

Risk: Medium Risk; The council needs to have a strategic framework in place to assist delivery of its priorities and goals for the next four years.

Links to background information [Appendix A – Council Plan 2024-2028](#), [Appendix B consultation feedback report](#).

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 to the council plan

The purpose of the council plan is to provide a strategic framework for the council to deliver projects and services. The new plan has been developed over the last six months through a series of supported workshops with stakeholders, Councillors and senior officers. Through the workshops a series of priorities and actions were suggested. All of the feedback has been prioritised and assessed by senior officers for cost and deliverability the outcome of which is presented at [appendix A - Council Plan 2024-28](#).

A copy of the draft plan was also provided to the Peer Challenge and feedback was sought. The following feedback has been provided by the peer team and we have sought to review the plan in light of their comments.

Peer challenge feedback:

2.4 Streamline the actions in your new Council Plan

As the council's new Council Plan is developing, further prioritise the number of actions that sit under the four themes in the new Council Plan to and delegate to and empower staff within the organisation to deliver those actions across the life of the plan.

4.1 Local priorities and outcomes

EDDC adopted a council plan in 2021 with a vision for the following three years to make a positive difference to residents' lives and the environment in East Devon.

A new council plan is now in development following consultation with councillors, officers, stakeholders and residents. The priorities are clear and work well. They continue the three themes from the previous plan, in short, 'Better Homes and Communities for all', 'A Greener East Devon' and 'A Resilient Economy bringing Prosperity to the district'. There is an additional theme included in the new council plan around the 'Delivery of Quality Services'. Traditionally EDDC has been one of the better performing and more outwardly looking councils in Devon and the addition of this theme confirms the council's ambition to overcome the more recent challenges and return to being a top performing council.

A draft of the plan was shared with the peer team. It currently includes 52 actions and 100 measures. This number will be difficult to manage effectively, and the peer team recommend that the actions and measures should be streamlined based on deliverability and priority, or at least profiled over the four years of the plan.

Following the feedback from the workshops and the Peer Challenge the list of actions has been reviewed by the Directors and Assistant directors and the number cut back from 52 to 45 and the actions have been updated with measures and timeframes and responsible officers assigned to deliver and monitor the actions. Those actions that have been removed have been in the most part agreed as part of business as usual or included as an action within a service plan.

The council recently consulted on the new council plan and is aiming to provide an evaluation of the responses received, if and how the council plan is altered in line with feedback. This will demonstrate the council's intention to engage rather than communicate so that residents can be confident that the council is listening and proactively seeking views.

The public consultation that was undertaken was primarily focused on the four main priorities of which we had board support for with at least 72% of responders agreeing with. An overview of the consultation responses can be found at [appendix B](#). As part of the publicity for the new plan we will be feeding back the outcome of the consultation and the impact of this on the development of the plan.

2. Current draft plan

The final version of the plan at [appendix A](#) has been reviewed by senior officers within the council and is submitted for Cabinet to approve and/or make suggestion for change. With Cabinet's support if there are any minor changes that are required the Director of Finance will work in consultation with the Portfolio Holder Council and Corporate Co-ordination to ensure that those changes are made prior to submission to full council.

3. Future monitoring of the plan actions and measures

The current draft if agreed contains 45 actions against which there are measures and outcomes that need to be monitored over the lifetime of the plan. The current performance monitoring tool in place is SPAR.net which has some limitations in reporting. The Digital and Data team are looking at how we might in the short term link the system with Power BI to improve reporting and reviewing as well as meeting with some suppliers of other systems to see if a new performance monitoring tool will better meet our needs.

For the coming financial year, we would like to propose that there is monitoring of the council plan actions and measures each quarter and that this is reported to Cabinet for their oversight. Scrutiny will also expect to see some performance reporting again we would recommend that this is sent to that committee quarterly.

Financial implications:

Careful consideration has been given the financial position in the development of the Council Plan, there is no direct financial budget request with this report and resources for delivery are currently in place or subject to existing budgets. There are however some action plans being developed as part of the overall objectives or future objectives that may have financial implications not identified at this stage, there are also objectives that will require external funding or partnership delivery which will be outside the direct control of the Council.

Legal implications:

There are no substantive legal issues to add to the report.

East Devon Council Plan consultation responses overview

Overview of the consultation

- We are in the stages of drafting our Council Plan for 2024-2028, a roadmap for the work of the council over the next four years.
- Initially, stakeholders, including Town and Parish Councils, as well as all members of the Council and senior officers, were invited to participate in the first conversations about the Council Plan on 6 October, 23 October, 20 November and 27 November. This helped to shape our four key priorities.
- To give residents the chance to have their say and ensure the new Council Plan best reflects the views of its local people., we ran a public consultation.
- The consultation period ran from Tuesday 12 December 2023 to Friday 19 January 2024.
- The consultation covered the four key priorities of the council: better homes and communities for all; a greener East Devon; a resilient economy; and quality service delivery. Residents can choose to comment on all four priorities or just the priority that interests them.
- Once the consultation is closed, we will take the feedback from the consultation to the last in the series of workshop sessions with stakeholders, all members of the Council and senior officers. Here the comments from the consultation will be reviewed and necessary changes or amendments to the Council Plan will be discussed.
- The Council Plan will then be taken to Cabinet to implement any amendments as necessary. Date tbc.
- Once finalised in mid-April), our second draft of the East Devon Council Plan will be published and available to read on the Council website.

Overview of the responses

- 968 total responses: 410 responses for Housing, 243 responses for Environment, 163 responses for Economy and 152 responses for Core services
- 2901 visits to the site
- 420 total news subscribers

Closer look at the responses

Housing:

- 294 people (72%) agreed or strongly agreed with housing as a top priority in our Council Plan. Only 37 people (9%) disagreed or strongly disagreed.
- Common themes in the comments were:

- More affordable housing (especially for young people and first-time buyers).
- Second home limitations.
- Energy efficiency in all housing.
- More social housing and housing for homeless.
- Empty houses.
- Improving existing infrastructure.
- Building on brownfield land not greenfield.
- Better drainage.
- Housing must acknowledge transport needs.
- Maintenance of council properties.
- No over development in countryside.
- Low-cost rental housing.
- House building targets.
- Protect rural character.

Environment:

- 179 people (74%) agreed or strongly agreed with protecting our environment as a top priority in our Council Plan. Only 24 people (10%) disagreed or strongly disagreed.
- Common themes in the comments were:
 - Respect natural environment.
 - Protect farming land.
 - Reduce raw sewerage / fix sewerage system.
 - More EV chargers.
 - Better costal management.
 - Increase solar panels.
 - More education.
 - Less litter and fly tipping.
 - Eliminating food waste.
 - Improve water quality.
 - Better public transport.
 - Flood resilience.
 - Focus on sustainable transport.
 - Financial support for better home insulation.

Economy:

- 139 people (85%) agreed or strongly agreed with supporting our economy as a top priority in our Council Plan. Only 9 people (6%) disagreed or strongly disagreed.
- Common themes in the comments were:
 - Develop public transport.
 - Affordable parking.

- Support farmers.
- Improve high streets.
- Training and apprenticeship schemes.
- Resolving skills shortage.
- Access to health care.
- Quality of jobs.
- Repair potholes.
- Better education.
- Better support for local businesses.

Core services:

- 123 people (81%) agreed or strongly agreed with improving our services as a top priority in our Council Plan. Only 4 people (3%) disagreed or strongly disagreed.
- Common themes in the comments were:
 - Investing in member and staff training.
 - More engagement.
 - More accountability.
 - Greater transparency.
 - Increase disability awareness.
 - Improved communication via phone and email.
 - Maximise central funding.
 - Provision of public toilets.
 - Listening to residents.
 - Provision for elderly.
 - Improve condition of town centres.

Our Council Plan 2024 – 2028

eastdevon.gov.uk



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We invest in people Gold

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Leader of the Council



Paul Arnott
Councillor

Interim Chief Executive Team



Simon Davey
Director of Finance



Tracy Hendren
Director of Housing
& Environment



Melanie Wellman
Director of Governance
& Licensing



We are pleased to present our Council Plan 2024- 2028. Our vision is to make a positive contribution to the lives of our residents, to the local economy, businesses, visitors and to the environment in East Devon in responsible ways. We are committed to working collaboratively to shape our place through a sustainable and effective strategy that promotes wellbeing and creates a fairer and more equal society.

We are working in close collaboration with our communities to make our district an even better place - to live, work and visit. It is now important for the council to redefine our themes, and to set out our related actions for the district for the next five years.

This Council Plan sets out what we want to achieve and how success will be measured enabling residents to better hold us to account. It sets out who is responsible for leading on an action and what timeline we are placing on the individual actions.

We declared a Climate Emergency in 2019. This plan sets out the goals we will work towards as a council and collectively, to reduce emissions, protect our natural environment and to adapt to the climate impacts which are already here.

To support the district's future prosperity and sustainability, we also need to invest in new infrastructure. The plan includes our vision on how we will deliver against a new digital, low carbon and housing/transport infrastructure, as well as new community facilities and green spaces.

We will continue to seek higher levels of external investment to bring forward more infrastructure development and support our local economy.

We are prioritising providing the right home in the right place whilst recognising the challenges faced by many residents due to the high costs of both buying and renting. Housing is a key driver of wider inequalities in the district, and we are committed to helping more residents into affordable, sustainable homes and continuing to improve the quality of our own housing stock.

In parallel, we will continue to improve the way in which services are delivered. We remain both focused and committed to delivering the very best services that we can and upholding our shared corporate values and behaviours.

Most importantly, we will continue to strengthen the ways in which we engage with you - our residents, businesses, visitors, and communities. We will do this by communicating openly and honestly, listening to your views, and developing new ways to work in partnership to improve our district.

Introduction

This Council Plan 2024-2028 provides the framework and direction for our work in providing services to our residents and businesses. Across the council, our four key priority set out in this plan, link to our specific strategies and service plans. They fit together so that all staff understand how their contribution can make a difference and where they fit in to the organisation. We call this the ‘golden thread’. Our suite of plans and strategies includes this Council Plan 2024 - 2028, draft Local Plan, Climate Change Strategy, Financial Plan, Cultural Strategy, Equality Policy and Objectives, Homelessness and Rough Sleeper Strategy, Housing Strategy, Poverty Reduction Strategy, Tourism Strategy, and our new Economic Development Strategy.

These strategies inform budget decisions and are reflected in departmental service plans, promoting collaboration and a “one team” approach to achieve objectives, especially across overlapping service areas.

Our priorities

This Council Plan has four key priorities, and beneath these are the actions that we seek to deliver.

1. A supported and engaged community that has the right homes in the right places, with appropriate infrastructure.
2. A sustainable environment that is moving towards carbon neutrality and which promotes ecological recovery.
3. A vibrant and resilient economy that supports local business, provides local jobs and leads to a reduction in poverty and inequality.
4. A well-managed, financially secure and continuously improving council that delivers quality services.

Underpinning all the activities within these four key priorities is an emphasis on ensuring that the infrastructure in the district enables well-supported communities, sustainable development, a growing economy and a public sector that works in partnership with others.

Alongside this is a commitment to secure the resources to deliver the Council Plan and to be an efficient council with sound financial management, that is open to innovation, is flexible and resilient in delivering these priorities.

Our vision

Our vision is to make a positive contribution to the lives of our residents, to the local economy and to the environment in East Devon in responsible ways. We are committed to working collaboratively to shape our place through a sustainable and effective strategy that promotes wellbeing and creates a fairer and more equal society.

The way we will make a positive difference to our communities is influenced by the values we hold and promote. Our defining values are transparency, equality, fairness, accountability, and inclusivity.

- Democracy and transparency.
- Equality and diversity.
- Public engagement and communications.
- Valuing of our staff and elected members.
- Collaboration and Leadership.

We agree that democracy and transparency should underpin the work of any local authority. We will promote tolerant, respectful, and democratic debate, encouraging the participation of all within the council and beyond.

Our behaviours

We want East Devon District Council to continue to be a fulfilling and enjoyable place to work – this is about making sure ours is an organisation that people want to belong to. Our Behaviours Framework outlines the attitudes and behaviours that we expect.

- Simplicity in communication.
- Excellence in service delivery.
- Trust and respect.
- Accountability.
- Working together.
- Excellence in leadership.

All staff and councillors at East Devon District Council are committed to demonstrating and promoting these behaviours.

Key stats and figures

The district of East Devon lies at the east of the county of Devon between Exeter and the Somerset and Dorset borders, is the county's largest district with 150,800 residents. Our population is growing at twice the national average, with an ageing population overall, but have a significant working-age population in the west end of the district.

The district has a dispersed and largely rural population. The rural nature of the area is emphasised by the low population density of 185.5 per square km (the England average is 433.5). We do, however, also have a mix of market and coastal town areas with much higher population densities including towns such as Axminster, Budleigh Salterton, Cranbrook, Exmouth, Honiton, Seaton and Sidmouth.

East Devon is renowned for its beautiful countryside. With two thirds of the district being recognised as nationally important for its high landscape quality and designated as National Landscapes - the East Devon National Landscapes covers some 270sq km of beautiful landscape between Exmouth, to Lyme Regis and up to Honiton, and the Blackdown Hills National Landscape to the north of Honiton. East Devon also has a stunning coastline that runs the length of its southern border. Almost the entire coastline is part of a World Heritage Jurassic Coast stretching from Exmouth to Swanage in Dorset. We have a commitment to the natural environment of East Devon and declared a climate emergency in 2019 and an ecological emergency in 2021.

Number of residents

150,800

District age profile

60%

population of working age

East Devon National Landscapes

270sq km

A Year in the life of East Devon District Council 2023/24



30

Wards



+500

Council staff
employees



60

Councillors
representing
residents



2500

Planning
applications



4000

Council homes
manage



5

Green flag
awards for our
outdoor spaces



177

Public spaces are
inspected and
maintained



80

Play spaces are
inspected and
maintained

We delivered to residents and businesses by:

- Securing £1,796,363 from the UK Shared Prosperity fund to finance local projects,
- providing a range of cultural events through the Thelma Hulbert Gallery and Manor Pavilion Theatre,
- conducting annual cliff inspections, including rope access for seafront safety,
- managing 465 land assets, 434 buildings, 411 leases and licences, collecting £0.9 million in rents with a £103 million asset value
- maintaining over 1.5 million square metres of grass in our green spaces,
- annually, collecting over 6 million bins and we rank 6th in domestic waste recycling nationally

Our priorities



A supported and engaged community



Carbon neutrality and ecological recovery



Resilient economy that supports local business



Financially secure and improving quality services

This priority is working to enhance the quality of life for residents in our district. Our comprehensive approach focuses on critical areas such as housing, homelessness, poverty alleviation, and community development. By implementing targeted plans and collaborating with various stakeholders, we aim to create a thriving and sustainable environment for all.

Our key actions include supporting the delivery of social and affordable housing, new community development, homelessness reduction, poverty alleviation, empty property management, new homes supply, community asset transfer, access to leisure facilities, increasing cultural engagement and infrastructure collaboration.

Through these initiatives, we strive to create a vibrant and inclusive district that meets the diverse needs of our residents.

Key action	ID	Measure of success	Timeframe	Portfolio Holder /Service Owner
1. Improve the standard of and increase the availability of social and affordable housing in the district.	HC1	Completed housing stock review and outcomes report confirming condition of stock.	June 2024.	PFH Sustainable Homes & Communities / Assistant Director Housing.
	HC2	Development of a Housing Asset Management Strategy and action plan.	September 2024.	
	HC3	Performance against the Housing Asset Management Strategy and action plan.	Progress to be reported quarterly.	
	HC4	Development of a Housing Delivery Plan and action plan.	September 2024	
	HC5	Performance against the Housing Delivery Plan and action plan.	Progress to be reported quarterly.	
	HC6	Meeting agreed targets for the provision and delivery of social and affordable housing	Measure to be reported on annually.	
2. Establish a new town master plan and delivery vehicle for the proposed new community in East Devon, bringing 2,500 new homes by 2040	HC7	Completion of a new town master plan.	December 2024.	PFH Economy / PFH Strategic Planning/ PFH Sustainable Homes & Communities /Assistant Director Growth, Development & Prosperity / Assistant Director Planning.
	HC8	Completed business case.	December 2024.	
	HC9	Establishment of a delivery vehicle for the delivery of the new community.	December 2026.	

<p>3. Develop and implement a new Homelessness and Rough Sleeper Strategy and action plan to reduce levels of homelessness within the district.</p>	<p>HC10</p>	<p>An effective rough sleeper pathway that ensures no-one sleeping rough through necessity in the district.</p>	<p>December 2026.</p>	<p>PFH Sustainable Homes & Communities / Assistant Directors Housing / Assistant Director Statutory Housing.</p>
	<p>HC11</p>	<p>Increase in successful prevention decisions.</p>	<p>Measure to be reported on annually.</p>	
	<p>HC12</p>	<p>Reduction in the use of temporary accommodation.</p>	<p>Measure to be reported on annually.</p>	
	<p>HC13</p>	<p>Increase in positive relief duty outcomes.</p>	<p>Measure to be reported on annually.</p>	
<p>4. Implement the Poverty Strategy and deliver its action plan to support households in financial hardship.</p>	<p>HC14</p>	<p>Update the Poverty Strategy and action plan.</p>	<p>March 2025</p>	<p>PFH Finance & Assets and Sustainable Homes & Communities / Assistant Directors of Housing and Revenues & Benefits.</p>
	<p>HC15</p>	<p>Performance against the Homelessness Strategy delivery and action plan and key performance targets.</p>	<p>Progress to be reported annually.</p>	
	<p>HC16</p>	<p>Increase in financial outcomes for household income for applicants.</p>	<p>Measure to be reported on annually.</p>	

5. Develop a new Empty Property Strategy to reduce the number of empty properties in the district.	HC17	To reduce the number of long-term empty homes brought back into use within the year.	Measure to be reported on quarterly.	PFH Finance & Assets and Sustainable Homes & Communities / Assistant Director Housing and Revenues & Benefits.
	HC18	A decrease in the number of empty properties in the district.	Measure to be reported on quarterly.	
	HC19	To increase charges on second homes to the maximum permitted level (100% premium) from April 2025.	April 2025.	
	HC20	Increase the number of private sector leased properties allocated through the housing register.	Measure to be reported on quarterly.	
6. Work with internal and external partners to provide homes for refugees and the related sustainment support.	HC21	95% of resettled households sustain their tenancies in the first two years of resettlement.	Measure to be reported on annually.	PFH Sustainable Homes & Communities / Assistant Director Statutory Housing.
	HC22	Reduction in approaches from refugees to the homelessness service.	Measure to be reported on annually.	
7. Develop and adopt the planning policies in the emerging Local Plan to support the delivery of affordable housing, increase self and custom-build and provide housing for all stages of life.	HC23	Monitor progress on the Local Plan against the Local Development Scheme and project plan.	June 2025.	PFH Strategic Planning / Assistant Director Planning.
	HC24	Consultation on key elements of the draft local plan	June 2024.	
	HC25	Consultation on final draft of the local plan.	December 2024.	
	HC26	Submission of the local plan for examination.	June 2025.	
	HC27	Adoption of the Local Plan in the allocated time frame.	December 2026.	

8. Maintain an adequate supply of sites for the delivery of new homes by allocating suitable sites through the new Local Plan and granting consents for new homes.	HC28	Achievement of the government's housing delivery test.	Progress to be reported annually.	PFH Strategic Planning / Assistant Director Planning.
9. Review and update our policies and procedures on planning obligations and ensure they are communicated with the towns and parish councils.	HC29	Adopt updated procedures.	December 2024.	PFH Strategic Planning / Assistant Director Planning.
	HC30	Engagement with Town and Parish Councils on the new procedures and provide training on legislation generally.	September 2024.	
10. Encourage community asset transfer enabling Town and Parish Councils to take on assets where there is a credible business case.	HC31	Number of applications coming forward and being considered as per adopted Community Asset Transfer procedure since April 2024.	Measure to be reported on half yearly.	PFH Finance & Assets / Assistant Director Place, Assets & Commercialisation.
	HC32	Percentage of Community Asset Transfer applications agreed as per the adopted procedure.	Measure to be reported on half yearly.	
11. Produce and implement the Town Centre Masterplan for Cranbrook.	HC33	Masterplan approved and delivery plan in place.	August 2024.	PFH Strategic Planning / Assistant Director Planning / Assistant Director Growth, Development & Prosperity.
	HC34	Performance against the delivery and action plan and key performance targets.	Progress to be reported annually.	

<p>12. Adopt and apply a District Design Guide when considering new applications, to ensure that new developments are designed to a high quality and are locally distinctive.</p>	<p>HC35</p>	<p>Adoption and application of the district design guide.</p>	<p>April 2025.</p>	<p>PFH Strategic Planning / Assistant Director Planning.</p>
<p>13. Deliver our Leisure Strategy and action plan to improve access for residents to leisure facilities within the district.</p>	<p>HC36</p>	<p>Performance against the Leisure Strategy delivery and action plan and key performance targets.</p>	<p>Progress to be reported quarterly.</p>	<p>PFH Culture, Leisure, Sport & Tourism / Assistant Director Countryside & Leisure / Assistant Director Place, Assets & Commercialisation.</p>
<p>14. Deliver the Culture Strategy 2022-31 and action plan to improve access to cultural events for our residents.</p>	<p>HC37</p>	<p>Performance against the Culture Strategy delivery and action plan and key performance targets.</p>	<p>Progress to be reported quarterly.</p>	<p>PFH Culture, Leisure, Sport & Tourism / Assistant Director Countryside & Leisure.</p>
<p>15. Work with and support other public bodies to ensure delivery of infrastructure such as schools, health centres and other facilities.</p>	<p>HC38 HC39 HC40 HC41</p>	<p>Publication of the annual infrastructure funding statement.</p> <p>Making annual decisions on the spending of CIL monies.</p> <p>Production of an Infrastructure Delivery Plan.</p> <p>Performance against the Infrastructure Delivery and action plan.</p>	<p>Progress to be reported quarterly.</p> <p>To be reported annually.</p> <p>To be reported annually.</p> <p>December 2024.</p> <p>Progress to be reported annually.</p>	<p>PFH Strategic Planning/Assistant Director Planning.</p>



**A supported
and engaged
community**



**Carbon neutrality
and ecological
recovery**



**Resilient economy
that supports local
business**



**Financially secure
and improving
quality services**

This priority is about working to address critical environmental challenges and enhance the well-being of our community. Our wide-ranging approach focuses on climate action, waste reduction, sustainable development, and habitat preservation. By collaborating with stakeholders and implementing targeted plans, we aim to create a more resilient and eco-friendly district.

Our key actions include supporting our climate change strategy, recycling and reuse enhancement, low carbon planning policies, interconnector heat projects, biodiversity and natural habitats, brownfield redevelopment and resilient local planning.

Through these actions, we envision a district that thrives sustainably, balances growth with environmental stewardship, and prioritizes the well-being of our residents.

Key action	ID	Measure of success	Timeframe	Portfolio Holder /Service Owner
16. Adopt and deliver a refreshed Climate Change Strategy and Action Plan to support maximum net zero targets internally, amongst our key contractor partners and the wider community.	SE1	Delivery of the updated Climate Change strategy and action plan.	March 2025.	PFH Climate Action & Emergency Response / PFH Portfolio Holder Culture, Leisure, Sport and Tourism / Deputy Leader and Portfolio Holder Finance and Assets / Lead Officer - Assistant Director Environmental Health - supported by all SLT.
	SE2	Performance against the Climate Change Strategy delivery and action plan and key performance targets.	Progress to be reported quarterly.	
	SE3	Pools decarbonisation work to have considered each decarbonisation project to RIBA Stage 3.	October 2024.	
17. Improve our recycling and re-use rates to increase our standing in the national league table from 6th nationally to 5th or higher, working to encourage even more reuse, reduction & recycling amongst our residents.	SE4	Increase position from 6 to top 4 in the national recycling league table.	Measure to be reported on annually.	PFH Coast, Country and Environment / Assistant Director Streetscene.
	SE5	Retain number 1 spot for the amount of residual waste our households produce.	Measure to be reported on annually.	
	SE6	Improve our recycling rate from 59.65%, aiming for 62% plus.	Measure to be reported on quarterly.	
	SE7	Reviewing and adapting our service provision to include Government 'Simpler Recycling' legislative changes and collections contract replacement from 2026.	March 2026.	

18. Develop planning policies that are working towards low carbon developments minimising their energy demands and encouraging sustainable travel such as integrated public transport and making walking and cycling the preferred means of travel in new developments.	SE8	Adoption of the Local Plan in the allocated time frame.	December 2026.	PFH Strategic Planning / Assistant Director Planning.
	SE9	Investment decision to be agreed.	September 2024	
19. Deliver the interconnector project to enable the decarbonisation of the two existing district heating networks through harnessing recoverable heat.	SE10	Large scale carbon savings - up to 17,000 tonnes per year.	Measure to be reported on annually.	PFH Coast, County and Environment / Assistant Director Growth, Development & Prosperity.
	SE11	Number of additional connections	Progress to be reported annually.	
20. Develop and implement strategies to protect important natural habitats and improve bio-diversity.	SE12	Develop and adopt an East Devon Local Nature Recovery Plan.	December 2024.	PFH Coast, Country & Environment / Assistant Director Countryside & Leisure.
	SE13	Performance against the East Devon Local Nature Recovery action plan and key performance targets.	Progress to be reported quarterly.	
	SE14	Develop and adopt an East Devon Tree Strategy.	March 2025.	
	SE15	Performance against the East Devon Tree Strategy action plan and key performance targets.	Progress to be reported quarterly.	

<p>21. Ensure that new housing developments deliver bio-diversity net gain, habitat mitigation and incorporate features to support wildlife and plant life.</p>	<p>SE16</p>	<p>Monitor the key performance measures to be reported to DEFRA.</p>	<p>Progress to be reported annually.</p>	<p>PFH Strategic Planning / Assistant Director Planning / Assistant Director Countryside and Leisure.</p>
<p>22. Use our planning policies to encourage the re-development of suitable brownfield sites within our urban areas.</p>	<p>SE17</p>	<p>Proportion of new homes being built on brownfield sites.</p>	<p>Measure to be reported on annually.</p>	<p>PFH Strategic Planning / Assistant Director Planning.</p>
<p>23. Develop planning policies to ensure that new developments are located so that they are not as susceptible to the impacts of coastal change or flooding.</p>	<p>SE18</p>	<p>Adoption of the Local Plan in the allocated time frame.</p>	<p>Progress to be reported annually.</p>	<p>PFH Strategic Planning / Assistant Director Planning.</p>



A supported and engaged community



Carbon neutrality and ecological recovery



Resilient economy that supports local business



Financially secure and improving quality services

This priority looks to provide a framework to drive economic growth, enhance community well-being, and promote innovation across our region. Our multifaceted approach encompasses planning policies, investment initiatives, and cultural strategies. By collaborating with stakeholders and leveraging external funding, we aim to create vibrant, adaptable, and sustainable high streets, town centres, and key areas.

Our key actions include supporting high Street and town centre adaptation, investment and Place Making, Economic Development Strategy, Future Flight Innovation Zone, Landscape Management Plans, Tourism and Culture Strategies and Exmouth Placemaking Projects.

Through these coordinated efforts, we seek to support a dynamic and resilient district that thrives economically, culturally, and environmentally.

Key action	ID	Measure of success	Timeframe	Portfolio Holder /Service Owner
24. Develop planning policies that enable our high streets and town centres to adapt to economic change.	RE1	Adoption of the Local Plan in the allocated time frame.	December 2026.	PFH Strategic Planning / Assistant Director Planning.
25. Utilise the Place & Prosperity Fund along with other external funding sources to deliver investment / place making projects.	RE2	Growth dividend value as a percentage of investment.	Measure to be reported on annually.	PFH Finance & Assets / Assistant Director Place, Assets & Commercialisation.
26. Develop an Economic Development Strategy and action plan, in consultation with the business community.	RE3	Performance against the Economic Development Strategy action plan and key performance targets.	Progress to be reported quarterly	PFH Economy / Assistant Director Growth, Development & Prosperity / Assistant Director Planning.
27. Increase the supply of available employment sites and premises by investing to overcome barriers to delivery. Also develop planning policies and allocate land for new employment spaces and retain current employment land.	RE4	Increase in the amount of viable and available employment land in the district to serve existing and projected need, as reported in the annual employment land monitoring report.	Measure to be reported on annually.	PFH Economy / Assistant Director Growth, Development & Prosperity / Assistant Director Planning.
28. Deliver a programme of investments to support the accelerated delivery of new commercial space across the four sites that make up the Exeter and East Devon Enterprise Zone designation.	RE5	Quantum of new floorspace and employment opportunities delivered.	Measure to be reported on annually.	PFH Economy / Assistant Director Growth, Development & Prosperity / Assistant Director Planning.
	RE6	Value of retained business rate income.	Measure to be reported on annually.	
	RE7	Contribution to achievement of Clean Growth vision	Measure to be reported on annually.	

<p>29. Support the development of Exeter Airport as a hub of a future flight innovation zone to help support decarbonisation of the aviation industry and the growth of emerging technologies.</p>	<p>RE8</p>	<p>Number of jobs, training and apprenticeship places created.</p>	<p>Measure to be reported on annually.</p>	<p>PFH Economy / Assistant Director Growth, Development & Prosperity.</p>
<p>30. Adopt the East Devon and Blackdown Hills National Landscape (NL) Management Plans 2025-2030.</p>	<p>RE9 RE10</p>	<p>Development and adoption of the Management Plans. Performance against the National Landscapes management delivery plan and key performance targets reported on by the National Landscape's Partnerships as part of their annual Business Plan.</p>	<p>March 2025. Progress to be reported annually.</p>	<p>PFH Coast, Country and Environment / Assistant Director Countryside & Leisure.</p>
<p>31. Implement the Tourism Strategy and the Culture Strategy to ensure development of high quality, inclusive, and sustainable culture and tourism offers.</p>	<p>RE11 RE12</p>	<p>Performance against the Tourism Strategy action plan. Performance against the Culture Strategy action plan.</p>	<p>Progress to be reported annually. Progress to be reported annually.</p>	<p>PFH Culture, Leisure, Sport & Tourism / Assistant Director Countryside & Leisure / Assistant Director Growth, Development & Prosperity.</p>
<p>32. Delivery of infrastructure projects across the district through Placemaking plans.</p>	<p>RE13</p>	<p>Delivery of the Exmouth Placemaking action plan.</p>	<p>Progress to be reported half yearly.</p>	<p>PFH Finance & Assets / Assistant Director Place, Assets & Commercialisation.</p>





**A supported
and engaged
community**



**Carbon neutrality
and ecological
recovery**



**Resilient economy
that supports local
business**



**Financially secure
and improving
quality services**

This priority is aimed at enhancing our council's effectiveness and community engagement. These initiatives span various areas, from communication strategies to financial sustainability and asset management.

Our key actions include supporting engagement and communication, development of neighbourhood plans, Asset Management Strategy, Customer Access Strategy, collaboration with Town and Parish Councils, new Workforce Strategy, devolution deal advocacy and Strata Business Plan implementation.

Financial Sustainability is essential for the Council to deliver key services including a number of discretionary services that our residents, businesses and visitors value. In order to maintain these, we have adopted a Financial Sustainability Model that drives Value for Money and focuses us on generating our own income through civic entrepreneurship to support these and other services.

Through these actions we aim to provide an efficient and well managed council that provides excellent services to its residents, tenants and local businesses.

Key action	ID	Measure of success	Timeframe	Portfolio Holder /Service Owner
33. Increase engagement and communication with residents, tenants and businesses through a variety of channels with a focus on reaching of all the community including those who are digitally disadvantaged. To coordinate marketing and Engagement exercises across the council to ensure consistent media interactions and consultation exercises take place.	QS1	Number of consultations carried out and response rates.	Measure to be reported on quarterly.	PFH Communications and Democracy / Corporate Lead - Communications, Digital Services and Engagement.
	QS2	Monitoring profile information of the respondent into the surveys.	Measure to be reported on quarterly.	
	QS3	Improvement of tenant and resident satisfaction results.	Measure to be reported on quarterly.	
	QS4	Numbers of media interactions.	Measure to be reported on quarterly.	
	QS5	Numbers of visits to our website.	Measure to be reported on quarterly.	
	QS6	Numbers of subscribers to our digital newsletters.	Measure to be reported on quarterly.	
34. Support the production of neighbourhood plans across the district providing technical support and helping communities to access funding.	QS7	Number of made neighbourhood plans per year.	Measure to be reported on quarterly.	PFH Strategic Planning / Assistant Director Planning.
35. Implement the Financial Sustainability Model to identify service costs, enhance performance, drive efficiencies, savings, and maximize income, ensuring the Council's budget remains balanced.	QS8	Progress will be monitored by the Senior Leadership Team and the Budget Setting & Capital Allocations Panel.	Reported as projects for BSCAP quarterly.	PFH Finance & Assets / Director Finance.
	QS9	Service changes to release financial efficiencies monitored at individual level, including public toilets review, office accommodation review and depots review.	Reported as projects for BSCAP quarterly.	

36. Increase the amount of external grant funding secured to support a wide range of projects across the district.	QS10	Figures and measures from BidSmart.	Measures to be reported quarterly.	PFH Finance & Assets / Director Finance.
37. Adopt and deliver a new Asset Management Strategy to ensure our buildings are used efficiently.	QS11 QS12 QS13	Adoption of the strategy. Delivery of Asset Management Strategy action plan and reporting of key performance measures. Delivery against capital receipts target identified.	September 2024. Progress to be reported quarterly. Progress to be reported quarterly.	PFH Finance & Assets / Assistant Director Place, Assets & Commercialisation.
38. Conduct a review of our Constitution to ensure that it is up-to-date and legally robust.	QS14 QS15	Constitution Working Group established. Updated Constitution presented to and approved by Full Council.	May 2024. March 2025.	PFH Communications & Democracy / Director Governance & Licensing and Monitoring Officer.
39. Implement a customer access strategy to monitor performance, ensure transparency and monitor the performance on key service areas of service delivery.	QS16 QS17	Develop corporate performance measures for customer access to key services across all of the different customer access channels. Monitoring of the identified performance measures.	March 2025. Measures to be reported quarterly.	PFH Communications & Democracy / Corporate Lead - Communications, Digital Services and Engagement.

40. Ensure collaboration and engagement with Town and Parish Councils for district wide partnerships and services.	QS18	Regular engagement sessions with Town and Parish Councils including the provision of training.	September 2024.	PFH Communications & Democracy / Director Governance & Licensing and Monitoring Officer.
	QS19	Undertake a survey with Town and Parish Council's.	December 2024.	
	QS20	Development of Parish Charter agreed through partnership working with parish councils.	March 2025.	
41. Develop the Workforce Strategy to ensure we have the right staff in our services.	QS21	Adoption of the Workforce Strategy and action plan.	March 2025.	PFH Communications & Democracy / Director Governance & Licensing and Monitoring Officer / Corporate Lead HR and Payroll.
	QS22	Monitoring of the work force strategy action plan and key workforce targets.	Progress to be reported annually.	
42. Play a leading role in influencing the development of the proposed devolution deal for Devon and Torbay.	QS23	Respond to consultation on draft proposals, ensuring key messages are shared across the Devon Districts Forum.	March 2025.	Leader / Director Finance.
	QS24	Influence terms of reference for proposed Team Devon joint committee and thematic topic groups.	October 2025.	
	QS25	Ensure that potential projects feature in the development of an investment pipeline with Homes England.	June 2025.	
43. Support the implementation of the Strata Business plan to facilitate digital and data transformation to improve the efficiency of our services.	QS26	Performance against the Strata Business plan action plan and key performance targets.	Progress to be reported quarterly.	PFH Communications & Democracy / Corporate Lead - Communications, Digital Services and Engagement.

44. Adoption of a Fraud, Corruption and Compliance Strategy and action plan to safeguard council finance.	■ QS27	Adoption of the strategy	March 2025	Leader / Assistance Director Revenues, Benefits, Customer Services.
	■ QS28	Performance against the Fraud Strategy action plan and key performance targets.	Progress to be reported quarterly.	
45. Ensure robust oversight in relation to Information Governance (including Data Protection compliance).	■ QS29	Creation of Information Governance Board.	March 2025.	PFH Communications & Democracy / Director Governance & Licensing and Monitoring Officer.
	■ QS30	Annual report on the work of the Board presented to Audit and Governance Committee.	Progress to be reported quarterly.	
	■ QS31	Agreed performance indicators.	Progress to be reported quarterly.	
46. Unlocking stalled employment sites owned by us, including, Hayne Lane Honiton, Colyford Road Seaton, Harepath Road Seaton and Cloakham Lawns Axminster.	■ QS32	Progress will be monitored by the Senior Leadership Team and the Budget Setting & Capital Allocations Panel (BSCAP).	Reported as projects for BSCAP quarterly.	PFH Finance & Assets / Assistant Director Place, Assets & Commercialisation.
	■ QS33	Performance against key performance targets including workspace and job creation.	Progress to be reported annually.	

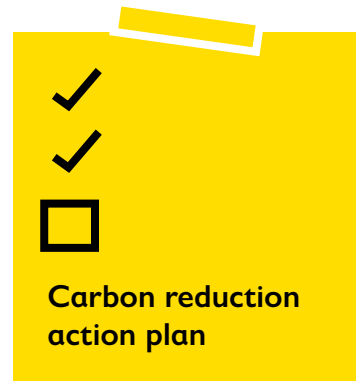



Our ambition
To be an outstanding
well-run council which
provides great services and
outstanding opportunities
East Devon – for
future generations

Financial implications of the Council Plan key actions

Like all councils we face challenges in balancing budgets, meeting day to day service costs and funding our ambitions. The actions within this Plan are carefully considered including the links to our service plans and are to be delivered through existing resources, assumed external funding or through partnerships.

There are plans and strategies in development and some adopted where delivery plans are under review to determine affordability. Areas of particular note are the development of the Housing Stock Asset & Delivery Management Strategy following the stock condition survey, the delivery of the Leisure Strategy, the town centre master plan for Cranbrook, economic delivery strategy and the significant infrastructure requirements that will come from the Local Plan.



Delivery Plan – Monitoring & Review

This Council Plan has been developed in partnership, including with our residents, partners, senior officers and councillors, and sets out a 4-year plan. It is likely that each of the strategic priorities will stand the test of time during the life of the plan, because of the level of analysis and consultation that informed them. Whilst we can anticipate that key priorities will remain relevant, the way we deliver them may need to change. The Council Plan will remain under review to ensure it is up to date.

Each priority is supported by a delivery plan outlining specific, measurable, achievable, and time-phased actions. These plans will track progress against priorities.

Updated versions of the delivery plans will be published annually, reflecting the achievements and the challenges of the preceding financial year, along with any significant recommended changes to the delivery plans that may arise from emerging demand, guidance, legislation, or policy.

The monitoring of the delivery plan will be overseen by Cabinet and the Scrutiny Committee. Service User Focus Groups will, periodically, help monitor our progress and keep the Council Plan in touch with the needs of our residents, visitors and business partners.

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Join over 30,000 people using our handy app for mobile devices. Get simple personalised recycling and waste collection reminders, the latest collection updates and tell us about a missed collection. Get food hygiene ratings, local planning information and more. Download for free at eastdevon.gov.uk/app.



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Report to: Council



Date of Meeting 17 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Housing Review Board Terms of Reference - Recommendation from the Housing Review Board on 14 March 2024

Report summary:

This report sets out the Housing Review Board recommendations to Council in respect of the Terms of Reference of the Housing Review Board.

Note: The references in this report to Paper A relate to the relevant report considered by the Housing Review Board with recommendations for Full Council to consider and are appended to this report for reference.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That Council agree that the Housing Review Board terms of reference be amended so that the number of meetings is decreased from five to four per year (or more frequently as required).

Reason for recommendation:

To ensure the correct frequency of meetings moving forward.

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

Report to: Housing Review Board

Date of Meeting 14th March 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Review of Housing Review Board as a Scrutiny function.

Report summary:

This report has come forward following a direct request for the function of the Housing Review Board Committee to be reviewed and refreshed. The report aligns with the recent scrutiny review carried out by the Centre for Governance and Scrutiny as presented to the Joint meeting of the Scrutiny Committee, Overview Committee and the Housing Review Board on the 15th February 2024.

Members of the Housing Review Board will receive further detail in relation to this once the recommended Action Plan, based on findings of the review is presented back, this will be done by the 30th April 2024.

The report sets out a proposed change to the frequency of Housing Review Board meetings and that this change is made formally within the Councils Constitution.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Housing Review Board recommends to Council that the Terms of Reference for the Housing Review Board be amended so that the number of meetings is decreased from 5 to 4 to read as follows:-

Meetings: 4 times per year (or more frequently as required).

Reason for recommendation:

To ensure the correct frequency of meetings moving forward.

Officer: Amy Gilbert-Jeans. Assistant Director- Housing (Tenancy Services)

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

Climate change Low Impact

Risk: Low Risk; .

Links to background information .

Link to [Council Plan](#)

Priorities (check which apply)

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

-
1. At the meeting of the Housing Review on the 15th June 2023, a request was put forward by the Chair for a review of the function of the Housing Review Board to be undertaken. This was done on the basis of ensuring the ongoing effectiveness of the Committee and to ensure the Committee were meeting their responsibilities in relation to the important role the Committee have in scrutinising functions that come under the remit of the Housing Revenue Account. This review was therefore added to the Forward Plan for an up and coming topic that would be presented back to Members.
 2. In July 2023, following a motion at full Council, the Centre for Governance and Scrutiny (CfGS) were commissioned to conduct a scrutiny improvement review and this took place during October and November 2023. The wider objectives of this review were to ensure that all EDDC overview and scrutiny functions (of which the Housing Review Board is one) are working effectively to ensure and maintain ongoing improvement at East Devon District Council.
 3. This review presented an excellent opportunity for the function of the Housing Review Board to be reviewed independently and it has therefore been deemed appropriate that the recommendations and findings from the review are directly used to undertake the request for a review that was put forward by the Committee in June 2023.
 4. On the 15th of February 2024 at a joint meeting of the Scrutiny Committee, Overview Committee and the Housing Review Board the findings and results of the review were received with a recommendation centred around an Action Plan that will produced that is centred around the eight recommendations that the review highlighted.

The eight recommendations are set out below

Organisational commitment and clarity of purpose

Recommendation 1

That the current structure of three committees is maintained but that work takes place to ensure that they operate in a complementary manner. This recommendation should include a rework of the terms of reference for the three committees.

Recommendation 2

That consideration is given to providing a short term investment to the scrutiny function to ensure that the actions and recommendations arising from this report can be implemented and that 'added value' scrutiny can take place. This recommendation might include backfilling some of the secretariat functions to allow democratic services officers to utilise their skills to providing additional support to the scrutiny function with a view to making this change permanent if the additional investment realises impact and a clear business case can be made.

Members leading and fostering good relationships

Recommendation 3

That the three scrutiny committees are assigned a senior officer to provide expertise and advice to guide and support each of the respective Chairs and to retain oversight of the function, work programmes and help ensure that they work within their terms of reference and within the scrutiny protocol.

Recommendation 4

That the Council provides learning and development opportunities for all Elected Members to include (but not limited to) the following areas: •

- Questioning skills
- Scoping and Managing In-depth scrutiny
- Making recommendations
- Access and use of information and work programming
- An indepth look at the scrutiny protocol and terms of reference for the committees, focusing on expectations, behaviours, and garnering ongoing support for participation.
- Prioritising work and using evidence well.

Recommendation 5

That the approach to work programming for scrutiny is redesigned so that the work programme is anchored by long term strategic issues for East Devon. This should include (but not limited to)

- Capacity to conduct in-depth scrutiny outside of the formal meetings
- Regular collaboration with scrutiny Chairs which might involve routine sharing of work programmes for committees or possibly the consideration of the development of a single work programme for the entire function which is agreed annually. (with scope to flex throughout the year)
- Chairs to collectively decide on member suggestions on proposal forms for what goes on the work programme – based on clear criteria that members themselves agree – process should look and feel challenging. Forward Plan could also go to this meeting for discussion (Portfolio Holder reports could go here too) •
- Planned space on the work programme for detailed scrutiny of forthcoming decisions in a way that is planned in advance – for most complex / contentious issues – allowing for managed and proportionate political debate.
- Use insight from the public (ward work, corporate complaints) to inform work programming – in a proportionate way.

- Proactively share Forward Plan with members outside of committee; signpost members to background reports where necessary.
- Organise separate All- member briefings for members on forthcoming / high profile things which are for information rather than taking up space on the formal agenda.
- Continue with production of regular Portfolio Holder reports but integrate this better into work programming.

Recommendation 6

Consideration of cross-party pre-meetings being held (ideally) before the meeting and led in a way that helps committee members prepare for scrutiny sessions by reviewing the key lines of enquiry and coordinating their questioning approaches.

Recommendation 7

Provide development support and training for Officers across the Council to build, refresh and enhance their knowledge and understanding of the role, purpose, and powers of scrutiny. This should also include the approach to report writing and presenting and answering questions at committee meetings.

Having an impact

Recommendation 8

We recommend that a process is designed and implemented that tracks recommendations made and impact arising and that this is communicated back to all Elected Members. An action plan, including a timetable for completing actions, will need to be developed to support the recommendations, including identifying any resources required to deliver the recommendations from CfGS.

5. As outlined at the meeting on the 15th February, Officers are now working to produce the detail that will be fed into the Action Plan and this will be presented back to a further joint meeting of the Scrutiny Committee, Overview Committee and the Housing Review Board by the 30th April 2024.
6. It is important to note the uniqueness of the Housing Review Board with regards to the Co-opted roles of independent and tenant Members. These roles are deemed critical in the additional level of scrutiny that can be applied in this area and there is a direct link to the Councils Resident Involvement Strategy that highlights the necessity of customer involvement and engagement in all areas of work within the housing service. Ensuring customer involvement at this level is also a key expectation from the Social Housing Regulator and there are a number of references to this in the Social Housing (Regulation) Act 2023.
7. Alignment of the Forward Plan of the Housing Review Board to the Cabinet Forward Plan (as well as consideration of other Committee work plans) will be considered as part of bringing forward the action plan (recommendation 5) but in order to plan for the forthcoming year 2024/2025 it is proposed that the Housing Review Board will change the frequency of meetings to better align with quarterly performance information. The day to day performance of the functions within the Housing Revenue Account are a key consideration of the Housing Revenue Board in terms of how they set out and derive their work plans moving forward, in order to ensure this can be achieved the Committee

therefore need to receive this information in a timely manner at the end of each quarter. It is therefore proposed that the Committee meet 4 times a year instead of the current 5 times a year. Committee Members are reminded that an extraordinary meeting can be proposed at any other time throughout the year as and when required.

8. The detail of the review highlights concerns that have been raised previously in relation to the effectiveness of the Housing Review Board, as an example there has been concern that reports are often being received for information only as opposed to the opportunity for deeper scrutiny into areas that can then result in meaningful recommendations. The action plan will pick up on such observations as well as others and will set out plans to ensure we are addressing these issues moving forward in order to ensure the most effective scrutiny processes are in place across all of our scrutiny committees.
9. At the same meeting of the joint Committees, a recommendation to adopt a draft scrutiny protocol was carried and this will now be put forward for Council to approve. The protocol highlights the important relationship between the Scrutiny Committees and Cabinet and sets how we will ensure the relationship is clear, effective and consistent with best practice. The Portfolio Holder for Homes and Communities has an important relationship with the Housing Review Board and plays a key role in the link to Cabinet. The Portfolio Holder has been consulted in the drafting of this report and is in agreement that the findings of the CfGS provide an excellent opportunity for us to take a wider look at the functioning of the Committee.

Financial implications:

There are no direct financial implication resulting from the report.

Legal implications:

Changes to the Constitution require the approval of Full Council.

Report to: Council

Date of Meeting 17 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Public Health Strategy for East Devon District Council - Recommendation from the Overview Committee on 21 March 2024

Report summary:

This report sets out the Overview Committee recommendation to Council in respect of the Public Health Strategy for East Devon District Council.

Note: The references in this report to Paper A relate to the relevant report considered by the Overview Committee with recommendations for Full Council to consider and are appended to this report for reference.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

To adopt the Public Health Strategy for East Devon District Council attached as Appendix 1.

Reason for recommendation:

To ensure that the health and wellbeing of all our residents is considered when delivering Council Services.

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



East Devon Public Health Strategy 2024 – 2027

Improving health and wellbeing for communities across East Devon



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Stroke survivors exercise class. © LED Community Leisure

Cover photo: Wellbeing Walk Leaders event at White Cross, to celebrate all volunteers who help the programme. © LED Community Leisure

1 Why a public health strategy

Everything we do as a council aims to ensure that East Devon is a place where people want to live, work, visit and enjoy life.


Message from Cllr Ledger

“I am pleased to introduce our new Public Health Strategy here. We believe we have an overarching responsibility to consider health and wellbeing in all our activities. We want to help improve the health and wellbeing of communities across East Devon.

As leaders we have scope to influence our population’s health and wellbeing. We work together with other organisations and with local people to create an outstanding community, economy and environment for East Devon, now and for future generations. We aim to ensure that everyone in East Devon has an equal chance to lead a long, happy and healthy life.

After emerging from the Covid-19 pandemic and entering a cost of living crisis, it is timely for us to review and update our Public Health Strategy going forward into 2024.

Our new Strategy reflects this. It sets the scene locally, gives a flavour of what we have already achieved, then outlines our strategic aims and priority activities. It identifies how we will meet these aims and acknowledges the vital role our partners play, then explains how our key council strategies and plans fit together. Although this is not a statutory requirement, our commitment reflects our local choice, because we believe it is the right thing to do for the benefit of our communities.”

 This image cannot currently be displayed.

Cllr Dan Ledger, Portfolio Holder Sustainable Homes & Communities © EDDC

What we mean by public health

Public health is the science and art of preventing disease, prolonging life and promoting health through the organised efforts of society.

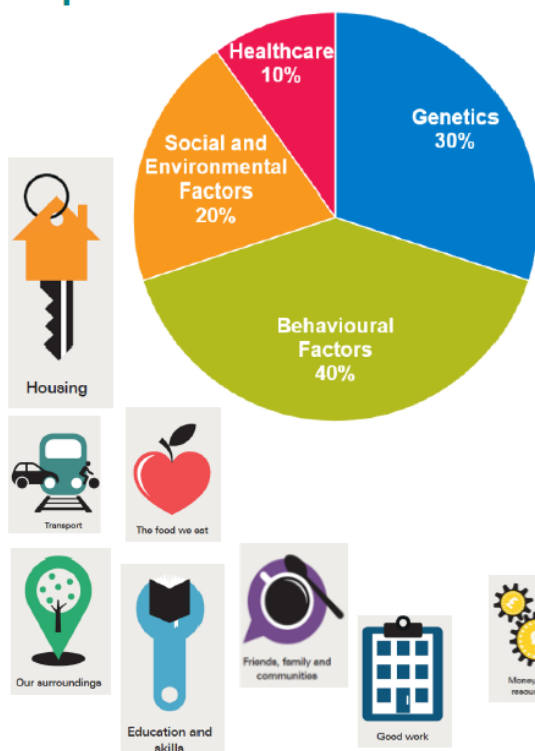
The term 'public health' is used here to cover the physical, mental and social wellbeing, of everyone in our district throughout our strategy.

Public health activities include:

- Assessing the health of populations.
- Forming policies to prevent or manage health problems and significant disease conditions.
- Promoting healthy environments.
- Societal action to invest in health-promoting living conditions.

Genetics and healthcare together have only 40% impact on the risk of morbidity and mortality. Behavioural, social and environmental factors have a 60% impact on those risks. Housing, transport, diet, surroundings, education and skills, friends / family / community, employment, money and resources can all be modified.

Impact of Different Factors on risk of morbidity and mortality



In Devon:

- 2.7% are frail and it is estimated to rise to 3.9% by 2038
- Most areas of the county have significantly higher levels of frailty compared to national average (1.9%)
- 1 in 3 people live with one or more long term conditions

Opportunities

- Detection and prevention to address risk factors at an early stage to reduce ill health and burden on health and social care services

Source: Schroeder, SA (2007). 'We Can Do Better – Improving the Health of the American People'. New England Journal of Medicine. 357: 1221-8 (cited in Public Health England Strategic Plan, 2016-2020)

Health and Wellbeing

Devon

Committed to promoting health equality

2 Setting the scene locally

A lot has happened since we published our [East Devon Public Health Strategic Plan 2019–2023](#). We moved through the stages of the covid-19 pandemic and into a national cost of living crisis, both of which have impacted on our health and wellbeing.

We cannot succeed in isolation. We work in partnership and we reflect local, regional and national priorities. Alongside East Devon’s priorities, we support work by Devon County Council, Devon’s Integrated Care System “One Devon” and the UK Health Security Agency. Devon County Council has the statutory responsibility for Public Health through the Health and Social Care Act 2012, the Director of Public Health, and the Health and Wellbeing Board. Our local choice to support this work dovetails with Devon’s Joint Health and Wellbeing Strategy 2020-25, to the benefit our communities.

We use evidence such as data collated by Devon County Council’s public health intelligence team to understand and focus on local priority issues and communities. We also take account of “soft intelligence” by listening to conversations with officers, elected members, partners and key stakeholders.

Financial position

The period covered by this strategy is likely to be challenging. Public services face continual change and increasing challenges including:

- Less money from the government.
- Changes to how councils can raise money.
- More people living here including more older people.
- Worsening local, national and global economic, environmental and social issues.

The economic and financial pressures seen through the pandemic, together with rising inflation and increasing energy, food and fuel costs mean that Devon’s residents have been particularly affected. The cost of living is increasing across the UK, and Devon is particularly vulnerable due to lower-than-average salaries and above-average housing and other costs.

Our district – where we are today

Devon is the third largest county in England. The county council area has around 800,000 residents, with a higher proportion of older people than the national average. It is also one of the most sparsely populated counties, with few large settlements and a dispersed rural population. East Devon’s catchment covers 314 square miles, and serves a resident population plus numerous summer visitors. ONS Census data shows East Devon’s population increased by 13.9% from under 132,500 in 2011 to around 150,800 in 2021.

Population growth was higher in East Devon than across the South West. The population is diverse in its age-distribution: for example Cranbrook has a particularly young population while Budleigh has unusually high numbers of centenarians.



New houses in Cranbrook. © EDDC



Axminster memory café. © LED Community Leisure

More details of our district are available from our [Knowing East Devon report - East Devon](#).

3 What we have already done - some recent highlights

We publish [annual reviews](#) of each previous year's progress towards our Public Health Strategy.

We are particularly proud of how we stepped up into new and uncharted roles to provide the support we gave to our residents during the Covid-19 lockdowns, for instance ranging from offering phone advice, making welfare visits, delivering emergency food to helping local NHS teams deliver vaccines in our Maer Road carpark.

During this phase we forged stronger links with many community and third sector groups as well as with the County Council and other District Councils.



Government emergency food boxes for onward distribution, and



NHS vaccine station set up in Maer Road © EDDC

As we all started learning to live with covid, the extent of difficulties caused by the pandemic and the emerging national cost of living crisis became increasingly apparent.

Poverty has a direct impact on health and wellbeing. Council teams have worked hard to implement numerous schemes offering support to individuals and to businesses, reporting work to the Poverty Working Panel as described here: [About the Poverty reduction strategy - Evolving our approach - our strategy for tackling poverty - East Devon](#)

In response to concerns about deteriorating mental wellbeing, we have funded some local projects aimed at supporting children and their parents/carers in 2022-23 and 2023-24.

4 Where we want to be - aims and priorities

Our Strategy aims to be challenging but realistic. We can influence some but not all aspects that affect the health of individuals and of communities.

Challenging but realistic

Strategic aims

We respect equality and diversity and would like everyone in East Devon to have an equal chance to lead a long, happy and healthy life. We aim to help influence aspects of health and wellbeing described in three very broad terms:

1. **Healthy People:** focuses on health outcomes such as life expectancy, physical health conditions like dementia, cancer and kidney disease, disability, personal wellbeing and mental health.
2. **Healthy Lives:** focuses on health-related behaviours and personal circumstances including obesity, hypertension, drug misuse, smoking and cancer screening.
3. **Healthy Places:** focuses on the wider social, economic and environmental drivers of health such as crime, unemployment, child poverty, pollution, noise and road traffic.

Priority activities

In these challenging times and to achieve fairer health outcomes for vulnerable groups and communities, we must prioritise our activities and communities on which to focus.

What activities will we focus on?

For more details and an overview of the evidence behind our choice of priorities, please see the companion report *East Devon Public Health Strategy 2024 – 2027: Evidence-base for our priorities*.

“There are a lot of things people can do themselves which will delay the point where they first have disability and then multi-morbidity. They are old-fashioned things, actually. Having lots of exercise, having mental stimulation and a social network, eating a reasonably balanced diet (with) not too much high fat, sugar and salt, moderating alcohol, stopping smoking if you do – these are things which are old fashioned, but they still work.” Chris Whitty [2023]



Swim To Sea class for adults, Exmouth. © LED community Leisure

Almost half of the burden of illness in the UK is associated with four unhealthy behaviours: smoking, excessive alcohol consumption, poor diet and low levels of physical activity. We will focus on local activities which we are most able to support or influence. Our priorities are:

- Cost of living crisis.
- Mental health.
- Unpaid carers.
- Loneliness and social isolation.
- Dementia.
- Homelessness, housing and indoor environment factors.
- Smoking.
- Alcohol and other drug use.
- Diet and nutrition.
- Physical activity.
- Pandemic preparedness.
- Health effects of climate and adverse weather events.



Early-intervention mental wellbeing work delivered to primary schools in partnership with LED Community Leisure © HeadsUp CIC

Which communities will we focus on?

To reduce health inequalities, we must prioritise those communities that are most deprived. There is overlap with the priority activities listed above, e.g. homelessness; we will work across the East Devon district with particular focus on communities in most need, including deprived and isolated rural communities.

To identify priority communities we will assess statistical data, as a local council we also want to use our local knowledge and we will respond to “soft” intelligence such as information received from officers, councillors, other agencies and our third sector partners.

5 How we will get there

To achieve our strategic aims and meet our priority activities we will:

- Promote wellbeing and self-care.
- Encourage healthier behaviour so fewer people become ill.
- Tackle environmental and social conditions to promote good health.

To achieve our aims we will:

- As a major employer we will take seriously our responsibilities towards health and wellbeing of our staff and our opportunities to lead by example.
- Work together across services to identify health and wellbeing priorities in each annual service plan, such that a golden thread runs throughout council actions.
- Seek and respond to new opportunities, continuing to build strong partnerships and maximising partnership-working including with volunteers.
- Explore the concept of “citizens as partners” and facilitate them “finding their own solutions” in a range of creative and accessible ways.
- Align our activities to support those of One Devon Integrated Care System and with Devon County Council as they deliver their statutory duties.
- Support East Devon’s communities and residents in making it a healthier place.
- Plan for healthy communities in all developments e.g. via health impact assessment.
- Aim to adopt a health-in-all-policies approach e.g. via council report templates.
- Liaise with LED Community Leisure e.g. over opportunities for re-badging spaces ‘health hubs’ for health as well as leisure.
- Ensure that our outstanding environment contributes to health and wellbeing.
- Ensure there are enough resources to improve health and wellbeing across the district.
- Embrace technologies to share health messages and help to improve health literacy.
- Continue to monitor evidence to inform and update priorities e.g. via JSNA data.
- Monitor how we are doing, then report and publish progress annually.

Playing to our strengths

East Devon is an outstanding place. Everything we do aims to ensure that East Devon is a place where people want to live, work, visit and enjoy life.



Littleham Primary School class Swim to Sea at Exmouth. © LED Community Leisure

We are lucky that our district has such special green spaces and beautiful coastlines. We are committed to ensuring that this outstanding environment contributes to the health and wellbeing of our residents. Prevention is better than cure: we know that nature plays an important role in health and wellbeing. Our natural open spaces provide valuable opportunities for us to achieve many of our public health priorities, ranging from increasing levels of physical activity, to improved mental wellbeing and reducing social isolation. There are many opportunities for exercise on our land – through play areas, outdoor gyms and skateparks. These spaces offer us tangible opportunities to align with One Devon’s integrated care work and include the potential for increased social prescribing/health referral schemes.

We will work alongside our many partners to meet our shared goal of a healthier, happier and greener future. We will help to create and protect local networks of places that are good for wildlife and people. We will deliver this on our own land and encourage landowners to follow our example.



Seaton Wetlands © EDDC

Our Planners will work with partners to ensure the joined-up thinking needed to create this network of green spaces and avoid social and environmental problems. Streetscene, our Countryside team, LED Community Leisure, our Community Development Workers and others will involve our communities in delivering and deriving benefit from our green spaces and our coastlines.



New cycle and walkways facilitate sustainable travel. © EDDC

Our partners

Across our services, we will work alongside many other partners to advance our evidence-based priorities. Our activities could range from signposting to appropriate services, to contributing to new strategies and policies.

We recognise that we cannot achieve all of our aspirations alone and that our work requires close partnerships. We will continue to strengthen these, by aligning and sharing knowledge, skills and resources to achieve the population health outcomes to which we aspire. We will maximise partnership working at a strategic level to identify priorities, extend reach, align resources most effectively to avoid duplication and respond to local need.



Wreath Making session from a project in partnership with Devon County Council's Natural Environment Team. © LED Community Leisure

Input from other agencies, local CICs, charities and other community groups is crucial. We will seek to develop our partnership activities to help achieve our public health objectives, and through a more joined-up approach to support effective use of local government resources.

See [Appendix 1](#) for some of our current partners.

Engagement

Health inequalities are not caused by one single issue, but a complex mix of environmental and social factors which play out in a local area or place. This means that place-based approaches have an important role to play in reducing health inequalities.

We appreciate the enormous value that volunteers bring to their communities. To deliver the Strategy, volunteers will be key to keeping VSCE organisations going and supporting their communities to achieve the priorities we have identified.

We will help people to live healthier and happier lives in their communities by:

- Strengthening town- level, community-led initiatives by working with the voluntary sector to choose approaches for health and wellbeing and build social support networks.
- Enabling local communities to find their own solutions.

This could include social prescribing, seen as a way to connect communities with non-medical interventions and to find their own way to being healthier, happier and connected.



Community Instructor with Stroke Survivors Group in Littleham. © LED Community Leisure

Monitoring and communicating

All councillors and officers have a role in implementing the Strategy and ensuring that council policies, decisions and activities are delivered in support of our priorities.

To ensure our work is accountable, we will monitor, review and report progress annually:

- We will develop annual implementation plans based on activities stated in service plans.
- Each annual implementation plan will outline SMART actions, with outcomes¹ and evaluation measurements.
- We will work together across services to identify health and wellbeing priorities in each annual service plan, enabling us to monitor impact.
- We will produce an annual review of work, reflecting on progress against services' objectives and reporting achievements along with any areas needing further work.
- We will work with our Comms team to share progress with officers, councillors and residents.

SMART

S	Specific
M	Measurable
A	Achievable
R	Realistic
T	Timed



Feedback from mental health ambassador work in primary school. © HeadsUp CIC

¹ Outcomes = What difference did we make? Are we busy doing the right things to create change? As opposed to Outputs = How much did we do? Are we busy?

6 How our strategies and plans fit together

Our council's vision is to make a positive difference to residents' lives and our environment in East Devon. Learning from the pandemic, we believe that healthy people are essential for a healthy economy. Similarly, we believe that what is good for an individual's health tends to be good for the planet.

Our [Council Plan 2021-23](#) priorities are for:

1. Better homes and communities for all.
2. A greener East Devon.
3. A resilient economy.
4. A well-managed, financially secure, and continuously improving council that delivers quality services.

The Public Health Strategy supports our council priorities along with others of our strategies and plans. These include our [Poverty Strategy](#), [Homelessness and Rough Sleeper Strategy](#), [Housing Strategy](#), [Leisure Strategy](#) [pdf] and [Climate Change Strategy](#), as well as Planning policies such as health impact assessment work. To implement these strategies, health and wellbeing activities appear in annual service plans such that a golden thread runs throughout council actions. We have already published our [implementation plan of health and wellbeing activities for 2023/24](#) showing activities by our own services.



'Planning for a 20-minute neighbourhood': a planning concept that aims to create places where people can meet most of their daily needs within a reasonable distance of their home. © TCPA²

² 20-Minute Neighbourhoods, The Town and Country Planning Association, 2021.

7 Summary and reflections

It is safe to assume that most people want to be in better health, but although people are living longer, many are often in poorer health.

We use the term ‘public health’ to cover physical, mental and social wellbeing of everyone in our district. We believe we have an overarching responsibility to consider health and wellbeing in all our council activities. Everything we do aims to ensure that East Devon is a place where people want to live, work, visit and enjoy life, while focusing on where there is greatest need.

East Devon’s population is diverse in its needs. Inequality can take many forms which impact population health, and to which we and many other organisations from across the system need to respond.

Our fundamental commitment should be to support individuals to have a warm and safe home and adequate healthy food, so that they can live their lives well in thriving communities which are empowered and supported to create strong social networks.

We cannot achieve our priorities alone. We will work across our services and engage with many partners to fulfil our priorities. These activities will be played out during the almost inevitable financial constraints which are impacting local authorities. We will adapt to new partnership opportunities as these arise and we will focus on activities which we are most able to influence.

Our new Strategy will help local leaders ensure that health is a better understood element of decision-taking. It is important to remember that these priority activities also align closely with our golden threads of poverty and climate emergency.

We can revise and update the Strategy as required; we will plan our actions then monitor and report our progress annually. We will do this in parallel with our Council Plan and other key strategies and plans.

Author: Helen Wharam, Public Health Project Officer, October 2023 updated February 2024

East Devon – an outstanding place

Appendix 1: some of our partners

Input from other agencies, local CICs, charities and other community groups is crucial.

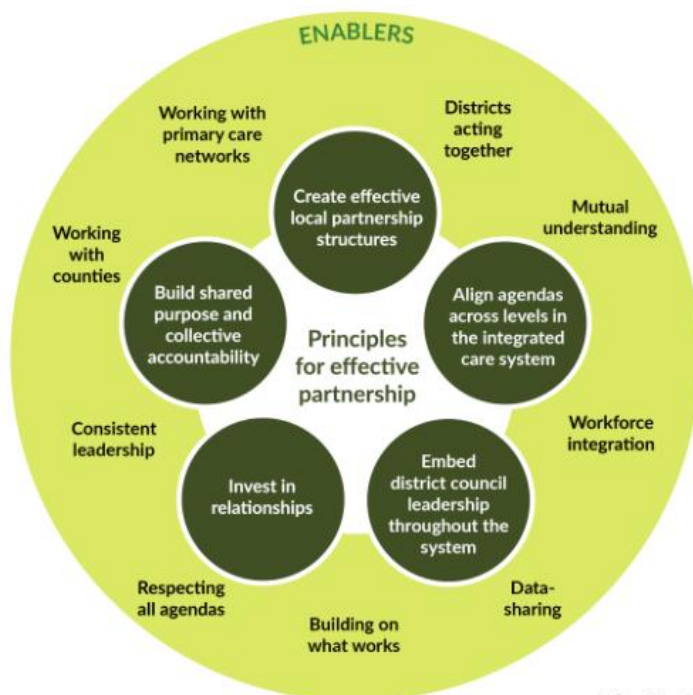
Some of our agency partners:

- One Devon Integrated Care Board
- Devon County Council [Public Health; Communities; Learn Devon]
- Town and parish councils
- Devon & Somerset Fire & Rescue Service
- District councils – Teignbridge, Mid Devon and others
- Exeter City Council
- NHS providers
- Police
- Schools and colleges
- South West Water

Some of the local organisations with whom we work:

- Action East Devon
- Active Devon
- Citizens Advice
- Devon Communities Together
- Devon Local Nature Partnership
- HeadsUP Mental Health Awareness
- Honiton Health Matters
- LED Community Leisure
- Open Door Exmouth
- Ottery Health Matters
- Parental Minds
- Project Food
- Seachange
- Sport England
- Woodbury, Exmouth & Budleigh (WEB) Community Health & Wellbeing Board
- Westbank, and many more groups.

Summary of enabling actions



TheKingsFund

© The Kings Fund

Report to: Overview Committee



Date of Meeting 21.03.24

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Public Health Strategy 2024 - 2027

Report summary:

East Devon is an outstanding place to live, but although people are living longer, many are often in poorer health. While that is a national trend, there are health inequalities across our district which we should work to address. Much has happened since our previous public health strategy was published: the updated Public Health Strategy 2024 – 2027 will direct and support this work. While this is not a statutory duty, it reflects local choice and our commitment to do the right thing.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That Overview Committee recommend to Council adoption of the Public Health Strategy 2023-2027.

Reason for recommendation:

To ensure that the health and wellbeing of all our residents is considered when delivering Council Services.

Officer: Helen Wharam; HWharam@eastdevon.gov.uk; 01395 571651

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 High Impact

This work, to reduce health inequalities, aims to support those most in need. See Appendix 4

Climate change Low Impact

No direct implication, but Public Health activities link closely to issues around climate change so there are opportunities for a One Council approach.

Risk: Low Risk; There are no specific risks to the Council through the adoption of this policy.

Links to background information Referenced in Public Health Strategy 2024-27.

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. Introduction

East Devon is an outstanding place, so it can be easy to feel complacent, but although people are living longer, many are often in poorer health. While that is a national trend, there are health inequalities across our district which we should work to address.

After emerging from the Covid-19 pandemic and entering a cost of living crisis, we've seen that these inequalities have been exacerbated. Our current PH strategic plan 2019-23 has reached the end of its useful life and the time is right for us to review and update our Public Health Strategy going forward.

We believe we have an overarching responsibility to consider health and wellbeing in all our council activities. Everything we do aims to ensure that East Devon is a place where people want to live, work, visit and enjoy life, focusing on where there is greatest need.

2. The Strategy 2024-2027

Public health is the science and art of preventing disease, prolonging life and promoting health through the organised efforts of society. We use the term 'public health' to cover the physical, mental and social wellbeing of everyone in our district.

Most people want to be in better health. Although people are living longer, many are often in poorer health. We believe we should consider health and wellbeing in all our council activities. Everything we do aims to ensure that East Devon is a place where people want to live, work, visit and enjoy life, focusing on where there is greatest need.

The completed Strategy consists of three documents:

- quick-read
- full strategy
- underlying evidence-base for those who wish to examine our priorities in more detail.

3. Strategic Aims

We respect equality and diversity and would like everyone in East Devon to have an equal chance to lead a long, happy and healthy life. We aim to support:

- Healthy People - focusing on health outcomes.
- Healthy Lives - focusing on health-related behaviours and personal circumstances.
- Healthy Places - focusing on wider determinants of health, environmental factors.

Our priority activities:

We will focus on local activities which we are most able to support or influence. Our priorities are:

- Cost of living crisis.
- Mental health.
- Unpaid carers.
- Loneliness and social isolation.
- Dementia.
- Homelessness, housing and indoor environment factors.
- Smoking.
- Alcohol and other drug use.
- Diet and nutrition.
- Physical activity.
- Pandemic preparedness.
- Health effects of climate and adverse weather events.

We will work across the East Devon district, with particular focus on areas in most need, including deprived and isolated rural communities.

To achieve our aims, we will:

- As a major employer we will take seriously our responsibilities towards our staff and our opportunities to lead by example.
- Identify health and wellbeing priorities in each annual service plan.
- Seek and respond to new opportunities, continuing to build strong community partnerships and maximising partnership-working.
- Align our activities to support those of One Devon Integrated Care System and with Devon County Council as they deliver their statutory duties.
- Support East Devon's communities and residents in making it a healthier place.
- Plan for healthy communities in all developments.
- Aim to adopt a health-in-all-policies approach e.g. via health impact assessment.
- Ensure that our outstanding environment contributes to health and wellbeing.
- Ensure there are enough resources to improve health and wellbeing across the district.
- Embrace technologies such as web and social media to share health messages.
- Continue to monitor evidence to inform and update priorities.
- Monitor how we are doing, then report and publish progress annually.

Conclusion

We are lucky that our district has such special green spaces and beautiful coastlines, and we will play to these strengths. We also recognise that we cannot achieve everything alone. Our work requires close partnerships so we will continue to strengthen our partnership working. The new Strategy will support the Council in achieving this.

Appendix 1: East Devon District Council's Public Health Strategy 2024 – 2027

Appendix 2: East Devon District Council's Public Health Strategy 2024 – 2027 (quick read)

Appendix 3: Public Health Strategy 2024-27 Evidence Base

Appendix 4: Equalities Impact Assessment.

Financial implications:

There are no direct financial implications arising from this report.

Legal implications:

The council needs to bear in mind its public sector equality duties along with all equalities duties in any decisions and actions that it takes.



East Devon Public Health Strategy 2024 – 2027

Quick Read

**Improving health and wellbeing for
communities across East Devon**

1 Summary

We want to help improve the health and wellbeing of communities across East Devon. After emerging from the Covid-19 pandemic and entering a cost of living crisis, it is the right time for us to review and update our Public Health Strategy going forward into 2024-27.

2 What we mean by public health

Public health is the science and art of preventing disease, prolonging life and promoting health through the organised efforts of society. We use the term 'public health' to cover the physical, mental and social wellbeing of everyone in our district.

3 Why public health matters to us

Most people want to be in better health. Although people are living longer, many are often in poorer health. While there is no statutory need, we believe it is the right thing for us to consider health and wellbeing in all our council activities. Everything we do aims to ensure that East Devon is a place where people want to live, work, visit and enjoy life, focusing on where there is greatest need.

4 Where we want to be: our aims and priorities

We respect equality and diversity and would like everyone in East Devon to have an equal chance to lead a long, happy and healthy life. We aim to support:

1. Healthy People - focusing on health outcomes.
2. Healthy Lives - focusing on health-related behaviours and personal circumstances.
3. Healthy Places - focusing on wider determinants of health, environmental factors.

5 What priority activities will we focus on?

We will focus on local activities which we are most able to support or influence. Our priorities are:

- Cost of living crisis.
- Mental health.
- Unpaid carers.
- Loneliness and social isolation.
- Dementia.
- Homelessness, housing and indoor environment factors.

- Smoking.
- Alcohol and other drug use.
- Diet and nutrition.
- Physical activity.
- Pandemic preparedness.
- Health effects of climate and adverse weather events.

6 Which communities will we focus on?

We will work across the East Devon district, with particular focus on areas in most need, including deprived and isolated rural communities.

7 How we will get there

We will:

- Promote wellbeing and self-care.
- Encourage healthier behaviour so fewer people become ill.
- Tackle environmental and social conditions to promote good health.

To achieve our aims we will:

- As a major employer we will take seriously our responsibilities towards our staff and our opportunities to lead by example.
- Identify health and wellbeing priorities in each annual service plan.
- Seek and respond to new opportunities, continuing to build strong community partnerships and maximising partnership-working.
- Align our activities to support those of One Devon Integrated Care System and with Devon County Council as they deliver their statutory duties.
- Support East Devon's communities and residents in making it a healthier place.
- Plan for healthy communities in all developments.
- Aim to adopt a health-in-all-policies approach e.g. via health impact assessment.
- Ensure that our outstanding environment contributes to health and wellbeing.
- Ensure there are enough resources to improve health and wellbeing across the district.
- Embrace technologies such as web and social media to share health messages.
- Continue to monitor evidence to inform and update priorities.
- Monitor how we are doing, then report and publish progress annually.

We are lucky that our district has such special green spaces and beautiful coastlines, and we will play to these strengths. We also recognise that we cannot achieve everything alone. Our work requires close partnerships so we will continue to strengthen our partnership working.

Helen Wharam, Public Health Project Officer, Oct 2023 updated Feb 2024



East Devon Public Health Strategy 2024 – 2027: Evidence-base for our priorities

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Purpose of this report: definition of health, and what we mean by the evidence base

The World Health Organisation [WHO] Constitution defines health as “*a state of complete physical, mental and social wellbeing, not merely the absence of disease or infirmity.*”

Evidence-based practice is about improving our decision-making by using clear, well-researched and evidenced justifications for why we do things. It requires us to look at and critically consider the evidence and data about an issue rather than using personal subjective opinions or ‘gut feelings’. Good data is at the heart of decision making and plays a key part in informing our Strategy. The purpose of this report is to summarise some of the key data we have considered.

Background: why we have a Public Health Strategy

As the Chief Medical Officer Professor Sir Chris Whitty said in his Annual Report for 2023 (Gov.UK 2023):

“People are living longer; this is a triumph of medicine and public health. It is something to celebrate, but alongside this we have a responsibility in medicine, government and wider society to plan to ensure that older age is as healthy, independent and enjoyable as possible into the future. Many people in older age live with multiple conditions. Improving the quality of life can broadly be divided into 1) things which reduce disability and ill health, and 2) things which can be done to adapt the environment to allow an individual to live as independent and enjoyable a life as possible in older age. We must do both.”

Chris Whitty also observed that:

“The geography of older age in England is already highly skewed away from large urban areas towards more rural, coastal and other peripheral areas, and will become more so. Efforts to achieve shorter periods in ill health and an easier environment for those with disabilities, should concentrate on areas of the country where the need is going to be greatest.”

At East Devon we respect equality and diversity and we believe that every resident has the right to good health and wellbeing - enabling them to lead full lives and contribute fully to their families and communities. Health inequalities are not caused by one single issue, but a complex mix of environmental and social factors. Our council activities positively influence many wider health determinants, such as housing, education, the environment, economic growth, and skills. To reduce health inequalities, we must prioritise those groups and/or communities that are most in need.

Health inequalities

More than 1 million people in England died prematurely in the decade after 2011. For the first time in more than 100 years life expectancy has failed to increase across the country, and for the poorest 10% of women it has actually declined. Over the last decade health inequalities widened overall, and the amount of time people spend in poor health has increased since 2010. The *Marmot Review 10 Years On* confirms an increase in the north/south health gap, where the largest decreases were seen in the most deprived 10% of neighbourhoods in the North East, and the largest increases in the least deprived 10% of neighbourhoods in London. (Marmot, Feb 2020)

The health impacts of deprivation are far-reaching. For instance, the prevalence of reception-aged children living with obesity in England during 2021-22 was over twice as high in the most deprived areas (13.6%) than in the least deprived areas (6.2%). (NHS Digital, 2022).

Overview of our district

Devon is the third largest county in England. The county council area has around 800,000 residents, with a higher proportion of older people than the national average. It is also one of the most sparsely populated counties, with few large settlements and a dispersed rural population.

East Devon's catchment area covers 314 square miles, and serves a resident population of around 150,800 plus numerous summer visitors. ONS Census data shows that the population of East Devon increased by 13.9% from just under 132,500 in 2011 to around 150,800 in 2021. Population growth was higher in East Devon than across the South West.

About 17% of East Devon's population are aged between 0 and 16, about 52% aged between 18 and 64, and around 30% of the population are aged 65 and over. The population is diverse in age-distribution: for example Cranbrook has a young population while Budleigh has unusually high numbers of centenarians, with 7% of the population aged 85 and over. [ONS Census data 2021].

Devon has an ageing and growing population with proportionately more older people compared to England. On average, life expectancy at 65 years for male and females in Devon is 20 and 22 years. Just under half of those years are spent in poorer health. A third of the county is classified as rural which presents challenges around accessing services and isolation contributing to poorer health (DCC 2023).

Further details of our district are summarised in [Knowing East Devon - East Devon](#) and [Appendix 1](#).

Context for our choice of priorities

The ONS Health Index (ONS 06.06.23) provides a helpful strategic structure split into three domains:

- Healthy People - focusing on health outcomes.
- Healthy Lives - focusing on health-related behaviours and personal circumstances.
- Healthy Places - focusing on wider determinants of health, environmental factors.

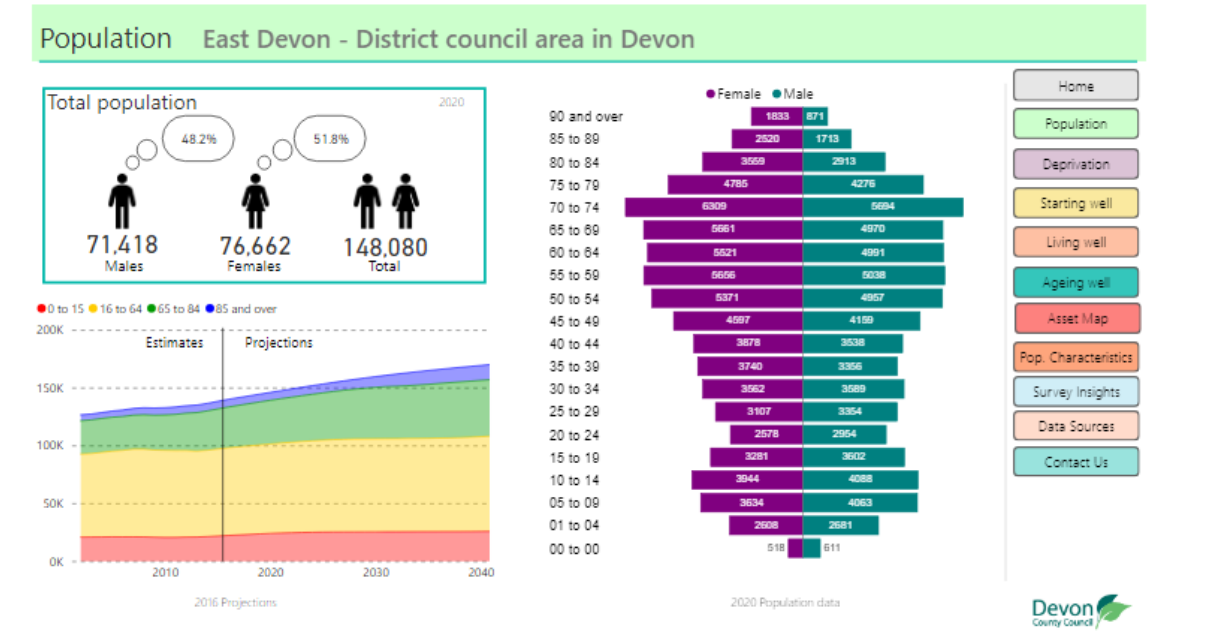
The ONS Health Index data [more detail in [Appendix 1](#)] shows that the health of East Devon is consistently better than of England. However this averaged value for East Devon does not show the full picture of health experienced by populations within smaller communities of East Devon.

[Devon's Joint Health and Wellbeing Strategy for 2020 to 2025](#), published by the Devon Health and Wellbeing Board, sets priorities and overall direction for the Devon Health and Wellbeing Board and local health, care and wellbeing organisations. We need to work in partnership with other agencies, our local communities and stakeholders, to improve and sustain individual and population health and wellbeing. Our third sector groups help us to identify priorities; we should be aware that nationally many charities are closing due to rising costs. The Devon Joint Forward Plan is the whole-system response to the One Devon Integrated Care Strategy [ICS]. Twelve 'Devon Challenges' have been distilled from Devon's JSNAs/Joint Health and Wellbeing Strategies [see [Appendix 2](#)]. We will align our activities to support those of the ICS and with Devon County Council as they deliver their statutory responsibility for Public Health through the Health and Social Care Act 2012, Director of Public Health, and Health and Wellbeing Board. While not a requirement, this commitment is our local choice, because we believe it is the right thing to do.

As a district council we are part of, not apart from, this Integrated Care System, and we support One Devon's vision of equal chances for everyone in Devon to lead long, happy and healthy lives. Our priorities align closely with the twelve Devon Challenges, while focusing on issues we can influence.

Devon County Council Joint Strategic Needs Assessment (JSNA) data for East Devon

This section illustrates key data for East Devon’s population through the life-course, made available by Devon County Council.

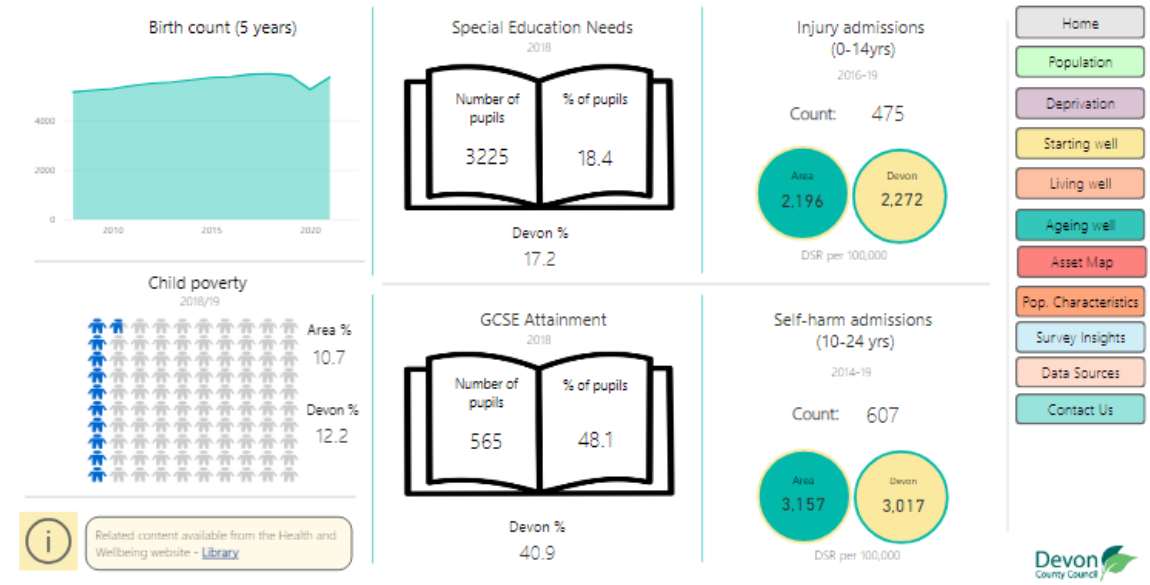


© DCC JSNA



© DCC JSNA

Starting well East Devon - District council area in Devon

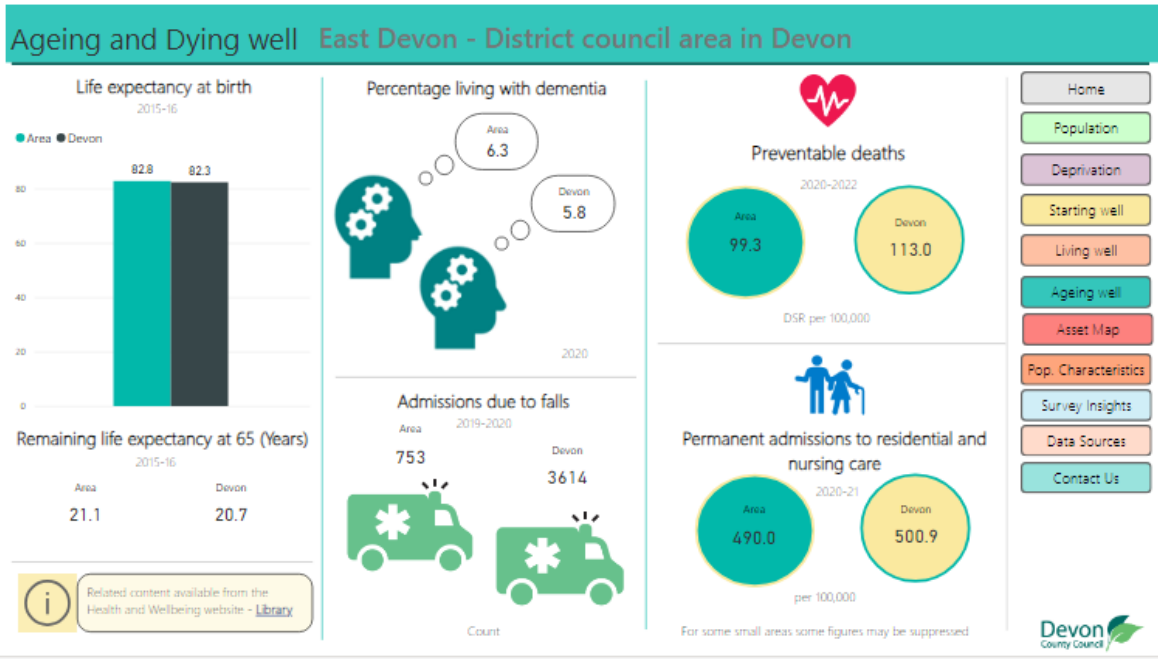


© DCC JSNA

Living well East Devon - District council area in Devon



© DCC JSNA



© DCC JSNA

A King’s Fund report observes that “District councils can play a valuable role within integrated care systems (ICSs) because they can influence the wider determinants of health; can act and react in fast and agile ways; and have strong, close connections with local communities.” (King’s Fund 2023). [Appendix 3](#) lists their recommendations for district councils and offers their summary of our enabling actions.

The evidence-base for our priorities: what activities will we focus on?

Behavioural risk factors such as smoking, alcohol, poor diet and lack of physical activity are the leading influences of ill health and premature mortality both nationally and locally. The impact is even greater for those living in poorer neighbourhoods. Obesity continues to increase worldwide and the associated factors which influence obesity include deprivation, socioeconomic issues, poor diet and lack of physical activity have also been impacted by the COVID-19 pandemic and the cost-of-living crisis (Devon County Council Annual Public Health Report 2022-23, published 2023).

Lifestyle behaviours including smoking, diet and exercise, should all be prioritised to help reduce the risk of cardiovascular disease, cancers and diabetes. These are all nationally significant. Additionally, in Devon, we know from observations, personal communications and local data that other issues including mental health are seen to be increasingly significant. [Verbal communication from Public Health Consultant Lucy O’Loughlin at Eastern Locality Care Partnership event, November 2023].

[Appendix 4](#) outlines personal communication from DCC Public Health Consultant Simon Chant’s feedback and considerations of our priorities.

We will prioritise those local activities which we are most able to influence:

1. Cost of living crisis.
2. Mental health.
3. Unpaid carers.
4. Loneliness and social isolation.
5. Dementia.
6. Homelessness, housing and indoor environment factors.
7. Smoking.
8. Alcohol use.
9. Diet and nutrition.
10. Physical activity.
11. Pandemic preparedness.
12. Effects of climate and adverse weather events.

This following section summarises recent national and local evidence to explain why we have chosen our twelve priorities.

Cost of living crisis

Millions of Britons have been hit hard with levels of inflation not seen since the 1970s as a result of the war in Ukraine, Covid, Brexit and economic policy. Poorer households have borne the brunt as they spend a larger proportion of their income on energy, the cost of which has soared.

The Joseph Rowntree Foundation (JRF) reports (January 2024) that in 2021-2022, more than 1 in 5 people in the UK (22%) were in poverty in 2021/22, equating to 14.4 million people. This included around 2 in 10 working-age adults, nearly 3 in 10 children, and around 1 in 6 pensioners.

Poverty is deepening. In 2021/22, six million people - or 4 in 10 people in poverty – were in ‘very deep’ poverty, with an income far below the standard poverty line. More than twice as many (over 12 million people) had experienced very deep poverty in at least one year between 2017–18 and 2020–21. Between 2019/20 and 2021/22, the average person in poverty had an income 29% below the poverty line, with the gap up from 23% between 1994/95 and 1996/97. The poorest families – those living in very deep poverty – had an average income that was 59% below the poverty line, with this gap increasing by around two-thirds over the past 25 years.

The JRF report lists some groups of people who face particularly high levels of poverty, such as larger families, or unpaid carers.

Implications of poverty are far-reaching. The cost of living crisis is putting pressure on families across the country and in November 2023, polling found that 73% of the British public were very or fairly worried about the cost of essentials. (JRF 2024). In October 2023, around:

- 2.8 million of the poorest fifth of households (47%) were in arrears with their household bills or behind on scheduled lending repayments.
- 4.2 million households (72%) were going without essentials.
- 3.4 million households (58%) reported not having enough money for food.

As further evidence of deepening poverty, increasing numbers of people are using food banks, with (for example) more emergency food parcels being delivered by the Trussell Trust than ever before.

Citizens Advice found that 1.7 million people were cut off from prepayment meters at least once a month in 2023. Of those who were cut off, just under half were unable to top up for 24 hours and were therefore without hot water, heating or electricity. (BBC Business News 23.01.24)

New modelling suggests premature deaths – people dying before they reach 75 – will rise 6.5% this year due to the cost of living crisis, with 30 extra deaths per 100,000 people. (Richardson, 2023).

Cancers with modifiable risk factors and potential for screening showed the greatest geographical inequality. Lung cancer is the leading cause of these extra cases, largely because smoking is more common in more deprived areas. People living in more deprived areas are also more likely to be overweight or obese, which is the second biggest preventable risk factor for cancer after smoking. Researchers suggested that poverty and cuts to public health services, such as smoking cessation support, probably contributed to the acute differences in cancer death risk. (Rashid, 2023)

ONS found that one in four young people in England’s lowest-income households are less likely to feel in control of their futures than those from higher socio-economic backgrounds. (ONS, 6 Nov 23).

Tackling hardship and expanding economic security to everyone, requires action to reset our social and economic fundamentals. Joseph Rowntree Foundation (2024) recommendations range from providing help and space for people looking for work; to expanding access to secure homes, whether rented or owned, by building more new homes and shifting the distribution of existing homes.

JRF cites ONS data showing that between 2019/20 and 2021/22, the average poverty rates in England were 22%. In the South West of England, poverty rates are 16%, though this average will hide variation across the region.

Average earnings overall in Devon are well below the national average (DCC 2023).

Devon Joint Strategic Needs Assessment (JSNA) data (DCC JSNA) shows that:

- In 2020 the claimant count for East Devon in 2020 was 4.1%, compared with 4.3% across Devon.
- The percentage of children living in East Devon in poverty is 10.7%, compared with 12.2% across Devon [latest figures, for 2018/19].
- Houses classed as fuel poor in 2019 as a percentage of the population was 9.5% in East Devon, compared with 10.7 across Devon.

East Devon is a prosperous area for many, with a relatively strong economy, driven by a combination of small businesses, agriculture, tourism, the service sector, and a significant cluster of hi-tech and bio-technology businesses. However, despite continuing growth of East Devon's economy, we have identified pockets of poverty, using measures which takes into account data on wages, pensions, benefits and other income. While some jobs in the district command high salaries, a significant proportion of households are living on low incomes or in poverty.

Our Benefits team are seeing increased levels of debt with many households taking on debt to make ends meet, leading to problems in prioritising debts and incurring high interest on debts. This has been combined with an increase in food bank usage. There are important safeguarding links with poverty and the impact on vulnerable households needs careful consideration and intervention.

Teams across the council are working together and with other agencies and third sector partners such as Citizens Advice, our local food banks and community larders. We have a [Poverty Working Panel](#) and a Poverty Reduction Strategy with details here: [About the Poverty reduction strategy - Conclusions and action plan - East Devon](#).

Our Place, Assets and Commercialisation Service are committed to delivering a resilient economy bringing prosperity to the District. The focus is on delivering investment and development in priority locations in East Devon to enhance our places and their communities, for all.

The work of our Growth, Development and Prosperity Service includes infrastructure delivery and economic development, with a focus on achieving integrated social, economic and environmental outcomes. The team has strong partnerships, engaging with the County Council, our neighbouring Councils, the business community and a wide variety of partners. Working to achieve well-paid employment offers residents the chance of long-term financial security.

Mental health

We all have mental health, just as we all have physical health. It exists on a spectrum and can change for a number of reasons. For an overview see [Mental health conditions - NHS \(www.nhs.uk\)](https://www.nhs.uk/mental-health/conditions/). Some of the most common forms of mental health problems include:

- Anxiety disorders [e.g. panic attacks, phobias, OCD, PTSD]
- Mood disorders [depression; bi-polar]
- Psychotic disorders [schizophrenia & schizoaffective disorder]
- Eating problems
- Personality disorders.

The Covid-19 pandemic was accompanied by a sharp rise in demand for mental health services – for instance referrals to children’s mental health services rose 134% from 2019/20 to 2020/21, and emergency crisis care presentations for children and young people were up 80% (Royal College of Psychiatrists, 2021).

In 2022, a survey by NHS Digital indicated that 18.0% of children aged 7 to 16 years, and 22.0% of young people aged 17 to 24 years had a probable mental disorder. (Newlove-Delgado, 2022).

Even before the pandemic, mental ill health was one of the most prevalent forms of illness (ONS, 2017) with one in six people experiencing diagnosable symptoms at any time, at a cost of over £119 billion in England (Centre for Mental Health, 2022). The Centre for Mental Health points out that inequalities mean that while anyone can experience mental ill health, the risks are much higher for certain groups who experience discrimination and disadvantage.

People living with mental health difficulties face a much higher risk of poor physical health, too. People living with severe mental illness face a 15 to 20 year shorter life expectancy than the general population. This is largely due to physical illnesses that could be prevented or treated. (Centre for Mental Health, 2024).

NHS data (2024) shows more than 1.85 million people were in contact with mental health services at the end of November 2023, up from 1.36 million at the end of November 2019. Of those seeking support, 1.2 million were adults and 444,904 were children. The number of people needing support from learning disability and autism services has more than doubled in the period, to 266,575. Nearly half a million children are waiting for mental health treatment, with some young people left waiting for several years before being seen by medics. The NHS figures, analysed by The Independent, show that a record 496,897 under-18s had been referred by a GP for treatment under Child and Adolescent Mental Health Services (CAMHS) at the end of November 2023 – up from 493,434 the month before, with anxiety and depression among the most common conditions for which children are being referred. (Independent, 21.01.24)

Mental health in the UK is getting worse. Sickness absence due to mental illness is soaring, rates of mental health difficulties are increasing at an alarming rate, and already overstretched services are struggling to meet rising demands. Along with over 30 organisations with an interest in mental health, the Centre for Mental Health (2023) has developed a plan to address this and build a mentally healthier nation. The plan focuses on three key areas: prevention, equality and support and it sets out concrete policies as part of a ten-year, cross-government mental health strategy. Issues include poverty, poor housing, and [in some areas] air pollution, to improve England’s worsening mental health.

Latest available data for East Devon from [Mental Health and Wellbeing JSNA - OHID \(phe.org.uk\)](https://phe.org.uk):

Indicator	East Devon	SW	England
Estimated prevalence of common mental disorders: % of population aged 16 & over [2017]	13.9%	15.6%	16.9%
Estimated prevalence of common mental disorders: % of population aged 65 & over [2017]	9.3%	9.9%	10.2%

Poor mental health in children results in poorer outcomes relating to health and wellbeing. Hospital admissions in children and young people are considerably higher in Devon for mental health conditions, self-harm, and injuries. This gap is even wider for vulnerable groups such as disadvantaged and looked after children (DCC 2023).

Age standardised rate of finished hospital admission episodes for self-harm per 100,000 of the population, among 10-24 year-olds, is 3,157 in East Devon compared with 3,017 across Devon (DCC JSNA)

Young people's mental health has been selected as one of the priority prevention workstreams upon which One Devon's Eastern Locality Partnership is focusing: [How we are working - One Devon](#)

A more recent development has been the Population Health Management [PHM] Action Learning Sets for Eastern Devon, focussing on suicide risk in working-aged men as a priority. EDDC officers have been included in this PHM programme.

Local councils are one of the most important influencers of people's mental health. With responsibility for housing, green spaces, services and more, we can use this influence to help support better mental health for everyone. Our Service Plans will identify how we will work across the council and with our many partners to do what we can that is within our remit to help tackle this growing issue.

Unpaid carers

An unpaid carer is someone who provides unpaid support to a partner, child, relative or friend who needs help with daily tasks or health issues. This includes adult and young carers. Many carers don't see themselves as carers - it can be difficult to see their caring role as separate from the relationship they have with the person for whom they care, whether that is as parent, child, sibling, partner, or friend. (NHS England, undated). This means that many carers slip under the radar.

Access to formal, paid social care has become harder. This means people may go without the care they need, pay more for their care, and/or turn to family and friends for unpaid care. Increasing pressures in the NHS to discharge patients from hospital leads to carers supporting relatives and friends with more complex needs. These unpaid carers play an important role in our society, however as the Health Foundation (2023) points out, while carers' rights to state support are recognised under the 2014 Care Act, caring often comes at personal and financial cost:

- Most people will have caring responsibilities at some point in their lives. More than 5 million people (9% of the population aged 5 and older) in England and Wales were providing unpaid care in 2021. 60% of carers were older than 50 and 60% of carers were women.
- Caring relationships vary by age of carer. Carers aged up to 70 were most likely to be caring for their parents (53%), whereas more than half of those older than 70 cared for their partner.
- Caring responsibilities can affect people's ability to pursue paid work. 4 in 10 carers under retirement age were not working as much as they might do otherwise due to their caring role. Carers providing more than 20 hours of care a week were also more likely to live in lower-income households than non-carers.
- There are several types of state support for carers. Only a small percentage of carers approach their local authority for help: in 2021, only 8% of carers in England did so and of those 1 in 4 ended up receiving direct support.
- Both the NHS Long Term Plan and the government's roadmap for adult social care data have recognised the need for better data to identify carers and understand whether they are being supported effectively.

On Census Day 2021 (21 March 2021), in England and Wales an estimated 5.0 million usual residents aged 5 years and over provided unpaid care in 2021; this is an age-standardised proportions of usual residents aged 5 years and over of 9.0%, a decrease from 11.4% in 2011. Census 2021 was undertaken during the coronavirus pandemic, which may have influenced how people perceived and undertook their provision of unpaid care and therefore may have affected how people responded.

Figures are widely believed to be the tip of the iceberg because unpaid carers often don't identify themselves as such, seeing themselves as doing what any family would do. Becoming a carer can happen gradually or due to a sudden change in circumstances.

The needs of unpaid carers have been chosen as one of three priority prevention workstreams upon which One Devon Integrated Care System's Eastern Locality Partnership for Eastern Devon is focusing, along with loneliness and isolation, and young people's mental health. Devon Carers provide carers with the information and advice they need in their caring role, offering a range of support services ranging from preventative advice and information to carers' assessments and support-planning under the Care Act 2014 to over 20,000 unpaid carers across Devon. (Devon Carers). We will liaise with partners including [Home - Devon Carers](#), [Young carers - Devon Carers](#), One Devon ICS and third sector organisations to help identify and support East Devon's carers.

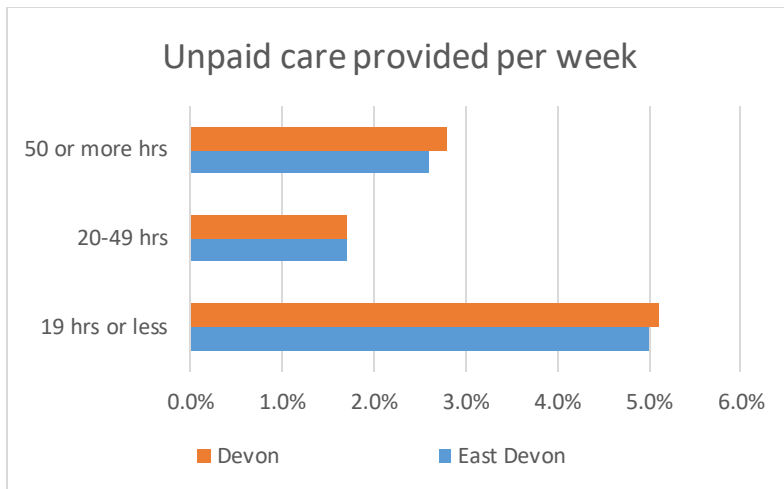


Table created by EDDC Public Health Project Officer using ONS Census 21 data

Loneliness and social isolation

The World Health Organization says that anyone, anywhere, can be lonely or socially isolated. Across all ages and regions, loneliness and social isolation have serious impacts on our physical and mental health, and the well-being of our communities and society. The WHO aims to see this recognised and resourced as a global public health priority, observing that social isolation and loneliness affect mortality similarly to well-established risk factors such as obesity, lack of physical activity, smoking, other forms of substance abuse and poor access to health care.

Loneliness has no common cause. Sometimes it can be triggered by a life event or change in situation, or it may not be triggered by anything at all. We all experience feeling lonely in different ways. It's something that all of us can experience at any stage in our lives and it can have a huge impact on our wellbeing.

Definitions of loneliness and social isolation:

Differences	Loneliness	Social Isolation
Subjective/ Objective	subjective feeling about the gap between a person's desired levels of social contact and their actual level of social contact	objective measure of the number of contacts that people have
Quantity/ Quality	It refers to the perceived quality of the person's relationships	it is about the quantity of relationships
Desired	is never desired	people may choose to have a small number of contacts
Reducing	lessening these feelings can take a long time	can be overcome relatively quickly by increasing the number of people they are in contact with

© Devon Carers Partnership (2023)

Age UK's research found that the proportion of older people who are lonely has remained relatively constant but that the numbers of older people are rising fast. Demographic trends mean the number of over 50s suffering from loneliness is estimated to reach two million by 2025/6. This compares to

around 1.4 million in 2016/7 – a 49% increase in 10 years. Over the last decade around one in every twelve older people ‘often’ feel lonely. If this continues, huge numbers of people are on course to experience loneliness in later life as our population ages. Triggers including widowhood, poor health and money worries contribute to the likelihood of experiencing loneliness. (Age UK, 2018).

Loneliness is said to be one of the greatest public health challenges of our time. Research found that loneliness and social isolation were linked to weaker immune systems and high blood pressure, and to an increase in heart conditions and stroke. The data reviewed showed an association with a 29% increased risk of heart attack and 32% greater risk of stroke, this risk being similar to that of light smoking or obesity. These findings suggest that having a stronger social network is beneficial for wellbeing and health, and that maintaining existing relationships and forging new friendships could be an effective form of disease prevention (Harvard Health 2016).

More recently, academics at the University of Glasgow found that each form of social isolation, such as living alone, often feeling lonely, or infrequent visits from friends or family, was linked to a higher risk of dying. Lead author, Dr Hamish Foster said: “It could be that people who are more socially isolated may have some more unhealthy behaviours like smoking or high alcohol intake, for example.” He also suggested that not having someone to help take them to the doctor or encouraging them to seek help when needed, as well as direct biological effects on the immune system, could be factors. Foster, 2023).

Overall in 2020/21:

- 6% of respondents (approximately 3 million people in England) said they feel lonely often or always. This is the same as in 2018/19 and 2019/20.
- 20% of respondents (approximately 9 million people in England) said they never feel lonely, similar to 2019/20 (21%)
- A composite loneliness score was produced combining three indirect loneliness measures. A high score indicating loneliness was reported for 9% of respondents, approximately 4 million people in England; a similar proportion to 2019/20.
- 7% of respondents who didn’t formally volunteer reported being lonely often/always. This was higher than those that did formally volunteer (4%). These figures did not vary from 2019/20. (Department for Digital, Culture, Media & Sport)

Preventing loneliness needs to be a priority for both central and local government and for the NHS, given that it not only makes life miserable, it can also make them more vulnerable to illness and disease. As the health impacts of loneliness and isolation are becoming increasingly understood, the issue is one of three priority prevention workstreams upon which the Eastern Locality Partnership for Eastern Devon are focusing, alongside unpaid carers and young people’s mental health. As can be seen from the section on unpaid carers, above, these issues overlap.

The Carers Partnership Steering Group identified carer isolation and loneliness as a top priority. The findings from the 2021-22 survey show the long-term trend in levels of social isolation is worsening in Devon. A Carers UK study found that 8 out of 10 carers have felt lonely or socially isolated as a result of their caring role, and using 2021 Census data this may indicate around 60,000 carers in Devon County have felt lonely or socially isolated. (Devon Carers Partnership, 2023).

Given the difficulties of identifying lonely people, and the stigma attached to doing so, in Devon we are moving towards considering the more encompassing general concept of ‘social health’, and helping to build community networks as a means to mitigate the problems of loneliness and isolation. Our officers work with many third sector groups and other agencies to support such initiatives, and directly with many volunteers e.g. via Countryside and Thelma Hulbert Gallery.

Dementia

A study led by University College London suggests that up to 1.7 million people could be living with dementia in England and Wales by 2040. This would be a 40 per cent increase on previous estimates. Not only will this have a devastating effect on the lives of those involved but it will also put a considerably larger burden on health and social care than current forecasts predict. Notably, researchers found that disparities in the rate of dementia incidence was increasing between education groups, as there was both a slower decline in 2002-2008 and a faster increase after 2008 in participants with lower educational attainment. (Chen, 2023).

Neurological disorders (Alzheimer's disease and other dementias, Parkinson's disease, epilepsy, and multiple sclerosis) are increasing. This increase is largely driven by Alzheimer's disease and other dementias, which in turn is influenced by an ageing and growing population in Devon. There is a potential gap of unmet need, where more than 2 in 5 people aged 65 and over are estimated to have dementia but are undiagnosed. Although the progression of dementia cannot be reversed, it can be slowed with early detection and appropriate support and intervention. The earlier in life that healthy changes are made, the greater the likelihood of delaying the onset of dementia, disability and frailty. (DCC, 2023).

A recent study by the universities of Exeter and Maastricht found several factors, mostly modifiable, were associated with a higher risk of young-onset dementia. The study looked at 350,000 under-65s who were part of the UK Biobank study. Factors include a lower formal education or lower socioeconomic status, health factors such as vitamin D deficiency, hearing impairment and depression, and lifestyle factors such as alcoholism and social isolation. The researchers said this was the first finding that suggested the risk of young-onset dementia could be reduced. These modifiable risk factors should be incorporated in future dementia prevention initiatives and raise new therapeutic possibilities for young-onset dementia. (Hendriks, 2023).

Partners across the whole system need to work together to identify those at greater risk, and to support population- and community-level initiatives enabling people to be independent, healthy and active in later life. (DCC 2023)

Given the age demographic of East Devon, it is not surprising that the latest (2020) Devon JSNA data records that the percentage of residents in East Devon living with dementia is 6.3, compared with 5.8 across Devon. (DCC JSNA Headline Tool).

Various initiatives are already operating across the district, particularly by third sector organisations, including memory cafes and dementia friendly communities. An exemplar is Dementia Friendly Honiton, who work to enable people in Honiton and the surrounding parishes to live better with dementia, to promote greater awareness of the needs of people touched by dementia and to support dementia friendly initiatives. We must do what we can to support such groups. We must also support partners – agencies and third sector organisations, on future dementia-prevention initiatives aiming to tackle those modifiable risk factors ranging from social isolation to alcohol misuse, to help reduce the risk of young-onset dementia.

Homelessness, housing and indoor environment factors

The number of people living in temporary accommodation in England has hit a 25-year high. Almost 105,000 households were in temporary accommodation, including more than 131,000 children, on 31 March 2023. This figure is 10% up on the same day last year, and is the highest since records began in 1998. The figures also show almost 14,000 households were in hotels or bed and breakfasts in the three months to March. (Department for Levelling Up, Housing & Communities, 2023.)

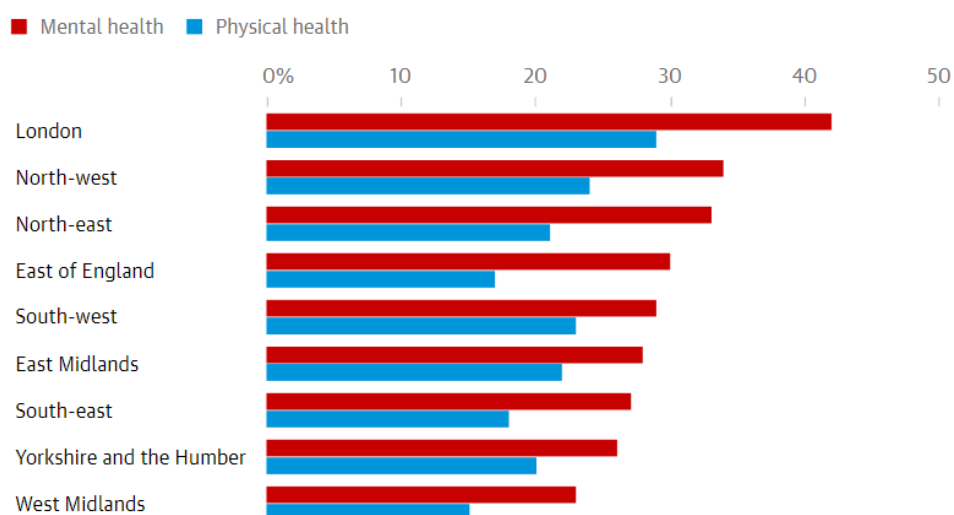
New research from Shelter (December 2023) estimated that at least 309,000 people in England would spend Christmas without a home, including almost 140,000 children. This is an increase of 14%, 38,100 people, in one year. They estimate that over 3,000 people are sleeping rough on any given night (26% increase) and 279,400 are living in temporary accommodation (14% increase) - most of whom are families. There are also 20,000 people in hostels or supported accommodation. Almost half (47%) of families who are homeless in temporary accommodation have been there for more than two years.

Refugees can be at particular risk of homelessness. For example, thousands of Ukrainian refugee families may face homelessness this winter and are four times as likely to end up on the streets as other families in the UK, according to research from the British Red Cross and Heriot-Watt University. (Guardian report, 21.11.23).

Councils have a legal duty to house families and people who are vulnerable, but the acute shortage of affordable homes means they are having to rely on temporary accommodation for long periods.

Property site Rightmove say that average advertised private rental prices outside of London rose to a new record of £1,280; up by 9.2 % on a year ago. There was a small fall in some regions including the South West, although here the average monthly rent is £1,384. There are also signs that more tenants are hitting an affordability ceiling, with 23% of rental properties needing a reduction in advertised rent, compared with 16% at this time last year. (Rightmove, 2024).

Percentage of respondents saying their mental or physical health has been affected by their landlord not dealing with repairs and poor conditions in their property in the last five years



Guardian graphic. Source: Shelter/YouGov. Note: 4,023 private renting adults in England surveyed between 14 July and 16 August 2023

© Guardian report 02.10.23

The condition of our housing inevitable has an enormous impact on our physical health and our mental wellbeing. A survey by the homelessness charity Shelter found that about 40% of people in rented homes had experienced poor health because of their living conditions in the last year – amounting to almost 3 million people in England. Nearly two-thirds of renters in large areas of the country – about 4.4 million people – said their mental health had worsened due to housing worries since 2022. (Guardian report 02.10.23)

National reports of housing with severe dampness and mould have shocked everyone, e.g.:

[Thousands of babies and toddlers falling sick from damp homes in Britain, NHS doctor warns | Children | The Guardian](#) (12.11.23)

[6.5 million will struggle to heat homes as much as they need this Christmas | Money Advice Trust](#) (06.12.23)

[Revealed: Millions of children at risk from killer mould | The Independent](#) (09.12.23)

The Social Housing (Regulation) Act 2023 paves the way for significant changes and improvements to the social rented sector. The Act received royal assent on 20 July 2023, so it is now law, but many provisions need regulations before they can come into force. These are expected to be published in 2024. The Act introduces what has become known as ‘Awaab’s Law’, named after two-year old Awaab Ishak, who died in December 2020 from exposure to serious mould in his parents' social rented home. Once this comes into force, 'Awaab's law' will require landlords to fix reported health hazards within specified timeframes. This will become an implied term in social housing tenancy agreements. This measure could help prevent tenants from developing serious health issues because of poor conditions in their homes. (Shelter, 2023). For details see:

[Government to deliver Awaab’s Law - GOV.UK \(www.gov.uk\)](#)

[Awaab's law: upcoming changes to the law on damp and mould - Shelter England](#)

Researchers have found evidence that wood-burning is now ahead of traffic as the biggest source of air particulate pollution in cities. Many stoves emit particulate matter pollution and other pollutants such as carbon monoxide and nitrogen oxide. There have been calls on the Government to phase out domestic wood-burning where alternative heating exists.

Housing across Devon is expensive, making it a challenge for some lower income households to get on the property ladder. Those who live in rural communities are impacted even more by low wages, lack of access to affordable housing, public transport, and digital connectivity (DCC 2023)

Houses classed as fuel poor in 2019 as a percentage of the population was 9.5% in East Devon, compared with 10.7 across Devon (DCC JSNA).

[East Devon District Council’s Housing Strategy 2020 – 2024](#) states our vision, responsibilities and priorities. We have a role within the local housing market as:

- A landlord of over 4200 properties.
- A regulator of standards within the private rented and owner occupier sectors.
- The planning authority with a duty to bring forward more homes including more affordable homes.
- The provider of a housing options service to help those who are homeless or threatened with homelessness.

Our Housing Strategy identifies key conditions within the housing market which influence standards and provision:

- House prices are high (average house price for the district being £270,982) and rising.
- Annual earnings are low (£23,171).
- Within the South West households would need an annual pay rise of more than £30,000 to afford an average home.
- Private rents are high (average monthly private sector rents almost £700).
- Insufficient new homes being built.
- High number of second homes in the district.

Figures from Devon Home Choice (March 2021) show:

- 2618 households registered as being in need of housing
- Highest demand is for 1 bed properties (1521) with 530 seeking 2 bedroom accommodation
- The number of households in housing need has increased by 27% in two years

In the last financial year 2020-21, 352 homes were let through Devon Home Choice, 171 of these being EDDC Council homes.

We also have 387 empty homes across the district (2018 figures).

Since the implementation of the Homelessness Reduction Act in 2018, the number of approaches to our homelessness service has increased substantially:

- 2017-18: 261 approaches
- 2018-19: 871 approaches
- 2019-20: 1126 approaches.

For the purpose of this review, an enquiry was sent to Public Health Devon asking whether data is available on indoor environment factors.

In addition to the details outlined about, [East Devon District Council's Housing Strategy 2020 – 2024](#) also outlines the challenges, strategic context, 'Your home: Your Wellbeing', High Level Priorities, and meeting our priorities in terms of providing homes, improving homes, improving our communities, improving services.

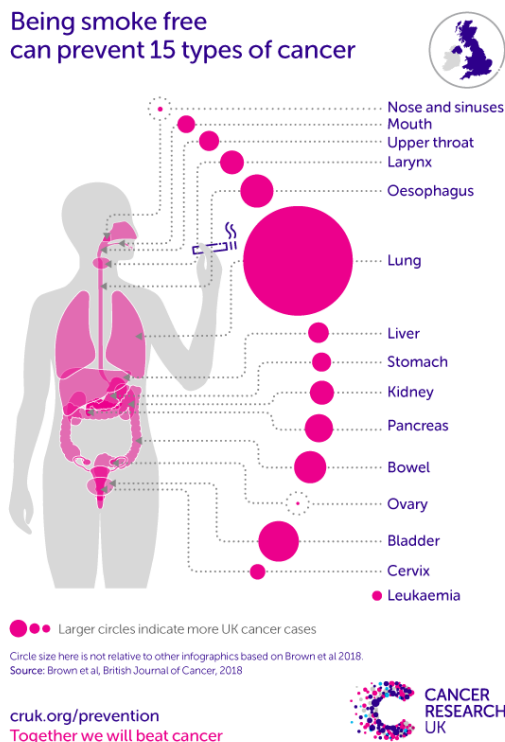
The purpose of [EDDC's private sector housing](#) team is 'Better Housing Better Health'. The team is responsible for investigating, maintaining, enforcing and improving housing standards and conditions in the private housing sector. This sector includes private rented, owner occupied and housing association accommodation.

The private sector housing team signpost to various loans and grants are available to make home safer, warmer and healthier. In addition, there are grants for residents with disabilities to make adjustments to their home.

EDDC's Planning department also have a role through planning applications, especially in new housing developments. See details of our [Planning Policy housing issues](#).

Smoking

It makes sense to do more to prevent ill health rather than treat it afterwards. While smoking rates have been declining, over 5 million adults in England still smoke and smoking remains the single biggest cause of preventable illness, disability and death in the UK. Cutting smoking is one of the most effective and evidence-based interventions that we can take. Smoking continues to cause another death in England every eight minutes; another hospital admission every minute. (NCSCCT [National Centre for Smoking Cessation and Training] 2023).



© Cancer Research UK

A long-term decline in smoking in England has slowed since the pandemic, a study by University College London has found. The rate of decline slowed from 5.2 per cent in the years before the pandemic to just 0.3 per cent between April 2020 and August 2022. The research, funded by Cancer Research UK and published in the journal BMC Medicine, indicated that it was likely more young people had taken up smoking. It also suggests that between April 2020 and August 2022 former smokers relapsing back into the habit may also account for some of the slowing of the decline. The switch to homeworking during the pandemic may have contributed to loneliness and poor mental health, making people less inclined to quit smoking, the researchers said. (reported in BBC News Online 14th Dec 2023).

A new nationwide survey released in September 2023 showed that nearly all (95%) ex-smokers see positive changes in their life as early as two weeks after quitting. (DHSS 2023)

9.4 percent of East Devon's population regularly smoke [2018 data] (DCC JSNA). Steve Brown, Director of Public Health at Devon County Council has said that reducing harm caused by tobacco is a public health priority in Devon. Smoking prevalence is still a major concern in Devon but we have made progress compared to England and the wider South West:

- In Devon in 2017-2019 approximately 2,934 people died due to smoking-attributable mortality.

- Devon has a smoking attributable mortality rate, per 100,000 population, of 159.4 (significantly lower than the South West average of 173.7, and England average of 202.2).
- In Devon in 2019 - 2020 there were 6,392 smoking attributable hospital admissions, with a rate of 1,086 per 100,000 population, (significantly lower than South West rates of 1,300 per 100,000 and England 1,398 per 100,000 population rates) *
- County-wide prevalence of smoking has fallen over the last 10 years from 20.0% in 2011 to 13.9% in 2022 in Devon; there are some variation in rates in the most recent years of reporting.

(* Source: Local Tobacco Control Profiles: Smoking attributable hospital admissions, 2019-2020, OHID Fingertips, [Local Tobacco Control Profiles - Data - OHID \(phe.org.uk\)](https://phe.org.uk))

East Devon District Council is a member of, attends and contributes to the Devon Smokefree Alliance, including development of the [Smokefree Devon Alliance Strategy 2023-28 - Smokefree Alliance Devon](#) which has three strategic priorities:

1. Protect children and young people from the harms of tobacco and de-normalise tobacco use to help prevent uptake.
2. Reduce health inequalities caused by smoking, by supporting high quality evidence-based interventions, with a focus on achieving equity and fairness.
3. Ensure cross-sector, strategic collaboration around tobacco control, and support the development of a smokefree culture within key organisations.

We will continue to support national and regional campaigns in raising awareness of the benefits of quitting and will signpost to cessation-support, including No Smoking Day in March and [Stoptober](#).

Locally, we liaise with Devon's new specialist stop smoking service funded by Devon County Council, launched in November 2023. StopForLife Devon provides specialist behavioural support and stop smoking products such as nicotine replacement therapy (NRT) and vapes to smokers looking to quit. The service also provides free specialist training and support to community stop-smoking advisors.

[Vaping: terminology, evidence and action](#)

The NICE (National Institute for Health and Care Excellence) guidance identifies nicotine-containing e-cigarettes as a first choice stop-smoking aid and recommended that people who smoke and want to quit should be advised that nicotine-containing e-cigarettes, when combined with behavioural support, are more likely to result in them successfully stopping smoking.

Manufacturers originally used the term electronic cigarette to signal to smokers that this was an alternative to cigarettes. Some early devices were designed to resemble cigarettes, but the newer, and more effective, devices do not. Very few vapers use this term; we now refer to vapes or vaping devices, to the use of these devices as vaping and occasionally to people who use these devices as people who vape. (NCSCT [National Centre for Smoking Cessation and Training] 2023)

There are concerns about the rise in vaping among children, with youth vaping tripling and one in five children having now used a vape. Vaping is rightly used by adults to quit, but the advice is clear – if you don't smoke, don't vape and children should never vape. (NCSCT 2023).

In July 2023, the Local Government Association (LGA) released a statement calling for the Government to ban the sale and manufacture of disposable vapes by 2024, on environmental and health grounds. (LGA 2023). Disposable vapes will be banned as part of government plans to tackle the rise in youth vaping and protect children's health. (Dept Health & Social Care, January 2024). Senior leaders and the health community need to show united support and advocacy for this Bill to get through Parliament.

Alcohol and other drug use

Current language used is 'alcohol and other drug use'. This reflects that alcohol is also a drug and more people consume alcohol than any other drug. The phrase aims to help reframe and recognise that the harms caused by alcohol are as important and valid as other drugs. (Personal communication with Richard Merrifield, Senior Commissioning Manager at Public Health Devon, 19.02.24).

Behavioural risk factors such as smoking, alcohol, poor diet and lack of physical activity are the leading influences of ill health and premature mortality both nationally and locally in Devon. The impact is even greater for those living in poorer neighbourhoods. (DCC, 2023).

Data on adult substance misuse, published by the Office for Health Improvement & Disparities (OHID, 2023), shows:

- At 84,697, alcohol alone made up the second largest group.
- Of those who completed treatment, 49% did so successfully.
- People treated for alcohol had the highest successful completion rate at 59%.

The number of adults treated for alcohol misuse in England climbed 10% in the year to March 2022, fuelled by a rise in drinking during lockdown. The OHID 2023 data shows this rise pushed the number of people receiving treatment for all types of substance misuse to 289,215, a seven-year high. Experts say that many more people struggling with drug or alcohol use who are not receiving treatment. The charity Alcohol Change UK believes about 600,000 people in the UK require alcohol treatment, but said "the vast majority are not accessing it... Evidence shows that, for many people, the Covid-19 pandemic led to an increase in their drinking with those already drinking heavily most likely to have been drinking more." (BBC News report, 2023)

As part of the [NHS Long Term Plan](#), the government has invested £27 million to establish specialist alcohol care teams in the 25% of hospitals with the highest rates of alcohol-related mortality and deprivation. This is estimated to prevent 50,000 admissions over 5 years and will reduce demand on the NHS. The government also published a [10-year strategy](#) for tackling drug and alcohol-related harms in 2021, backed by £532 million of new funding over 3 years (to 2024 to 2025) to rebuild drug and alcohol misuse treatment and recovery services in England, as well as increase the availability of inpatient detoxification beds.

To keep health risks from alcohol consumption to a minimum, the [UK chief medical officers' \(CMOs\) low risk drinking guidelines](#) recommend:

- Not to drink more than 14 units of alcohol a week on a regular basis (equivalent to roughly 6 pints of average strength (4% ABV) beer or 6 medium (175ml) glasses of standard strength (13% ABV) wine).
- To spread your drinking over 3 or more days if you regularly drink as much as 14 units a week.
- To limit the amount of alcohol you drink on any single occasion.
- Not to drink alcohol at all if you are pregnant or think you could become pregnant to keep risks to your baby to a minimum.

The [Health Survey for England 2021](#) found that 1 in 5 adults (about 10 million people) drink above the UK CMOs' recommended weekly limit of 14 units, significantly increasing their risk of harm. Of these adults, 1.7 million are drinking at levels already likely to be negatively affecting their health, which is 35 units a week or more for women and 50 units a week or more for men.

23.2% of East Devon's population regularly drink alcohol [2018 data] (DCC JSNA Headline Tool).

Deaths following drug use in Devon in the years 2017-2022 = a total number of 399 cases, following criteria outlined in the report by National Programme on Substance Abuse Deaths [NPSAD] (undated). This appears higher than the England national average, perhaps because drug use is particularly prevalent in coastal towns, of which there are several across Devon. Drug-related deaths are more predominant in men. There are likely several different reasons for this, including that men are more likely to engage in risky behaviour, drug use in women is more stigmatised, and drugs and alcohol are more readily available to men. Age at death was significantly different between the two genders, with males on average dying at a younger age than females. The largest proportion of decedents in Devon were unemployed at the time of their death. The largest proportion of decedents in Devon were registered as living alone. People who use drugs are disproportionately represented amongst people with no fixed abode. (NPSAD, undated).

Data from *Number of deaths and age-standardised mortality rate per 100,000 population for deaths related to drug poisoning, persons by local authority, England and Wales, deaths registered between 2018 and 2022* (Table 3, [Deaths related to drug poisoning by local authority, England and Wales - Office for National Statistics \(ons.gov.uk\)](#)):

	2020-22	2019-21	2018-20
Devon	185 deaths Rate 8.3	176 deaths Rate 8.1	174 deaths Rate 7.9
East Devon	27 deaths Rate 6.8	24 deaths Rate 6.1	24 deaths Rate 6.2

We will work across the district to support campaigns by national and regional agencies and local efforts by the police, County Council colleagues and third sector groups, for instance via the Prevention of Alcohol & other Drug related Deaths & Clinical Safety of Substance Misuse Services Forum. Plans for this forum include developing a shared understanding of the essential skills and competencies for people working with people experiencing multiple disadvantage, alongside the promotion of existing training available to inform develop a delivery plan for workforce-development in future years.

More generally, work could include raising awareness, educating and informing about safe alcohol and other drug use. For example more people could be encouraged to purchase alcohol-free drinks in pubs, restaurants, shops and venues if alternatives to alcoholic drinks can be seen as more popular and are more widely available. Here is our Licensing team's [Statement of licensing policy 2021-2026 - East Devon](#).

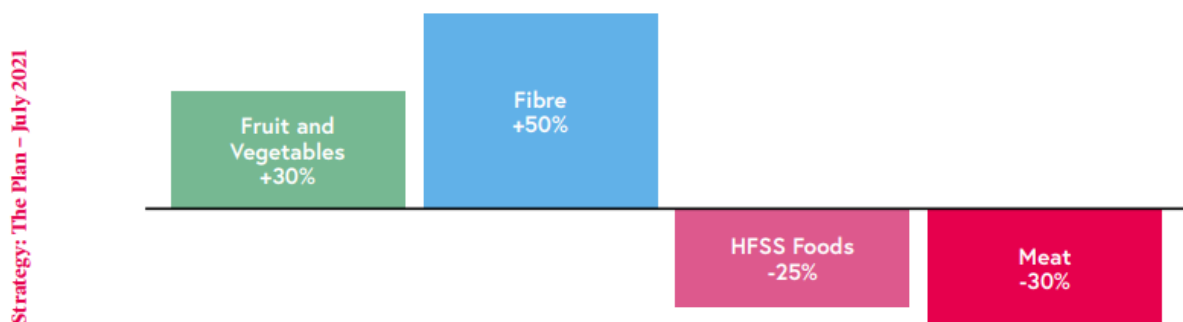
Diet and nutrition

Our food system appears broken. We have a diet of ultra-processed foods; individuals suffer from malnutrition at the same time as we have an obesity epidemic; we make more use of food banks than ever before and yet we throw away tonnes of food every year.

Food is crucial to our health, but it is also a driver of ill health, health inequalities, and damage to the environment. Henry Dimbleby's 2021 independent review for Government, the *National Food Strategy*, called for an overhaul of the entire food system and included a series of recommendations regarding all sectors to create a healthier, more sustainable, and equitable system.

The following diagram shows the changes Dimbleby concluded are needed:

Changes needed to the national diet by 2032 (compared to 2019) to meet health, climate and nature commitments[†]



[†] Three of the diet-related targets are based on advice from the Scientific Advisory Committee on Nutrition. A 30% increase in fruit and vegetables would bring us in line with the Eatwell recommendation to eat five pieces of fruit and vegetables per day; a 50% increase in fibre would bring us in line with the SACN recommended 30g/day; a 25% reduction in consumption of HFSS foods will take us towards the required 60% reduction in salt, 20% reduction in saturated fat; and 50% reduction in free sugars. A 30% reduction in meat is required to achieve the 5th Carbon budget and the 30x30 nature commitment – this represents the creation and maintenance of at least 410,000 hectares of woodland, maintaining and restoring 325,000 hectares of peatlands, and managing 200,000 hectares mainly for nature (for example, healthland and species-rich grassland some of which would be managed through conservation grazing).

© Dimbleby, (2021, ch 16 p2)

Dimbleby's evidence-based recommendations in this strategy were designed to intervene in the system at multiple levels. These were concrete proposals for immediate action, designed to be implemented over the next three years, as essential first steps in a longer-term transition. Fourteen recommendations were grouped in the following four sections:

1. Escape the junk food cycle and protect the NHS.
2. Reduce diet-related inequality.
3. Make the best use of our land.
4. Create a long-term shift in our food culture.

The following quotes endorsed his Strategy:

"The pandemic has turned the divide between the rich and the poor into a gaping chasm. A terrible legacy of this time will be the exponential growth of food banks and hand-outs. Sadly the fact is that the less well off you are, the more likely you are to be prey to unhealthy food. There is a nutritional gap between rich and poor in this country, and it's a slowly unfolding tragedy." Dame Louise Casey Baroness Casey of Blackstock.

“The Dimbleby report is a wake-up call to this country and government to do something about our food system and the epidemic of obesity and ill health destroying our country. We eat more ultra-processed unhealthy food than any other European country and it is getting relatively cheaper and more deadly each year.” Tim Spector, Professor of Genetic Epidemiology at King’s College London and author of Spoon Fed.

“This significant report makes strong recommendations to make everyday foods healthier for all, and which must be considered as part of the comprehensive action needed to tackle obesity. Diets high in sugar and salt drive dangerous risk factors such as obesity and high blood pressure, putting millions of people at increased risk of heart attack and stroke”. Charmaine Griffiths, Chief Executive of the British Heart Foundation.

Food issues are rarely out of the news, as celebrities including Jamie Oliver and Martin Rashford raise awareness and tackle health inequalities. Research into the complex issues surrounding our relationships with food receives regular media attention, for example:

[Health of England’s children at risk from policy inaction on obesity, report finds | Children's health | The Guardian](#) (25.12.23)

[Families 'throw away £1,000 of food a year' \(telegraph.co.uk\)](#) (25.12.23)

[Surge in number of people in hospital with nutrient deficiencies, NHS figures show | Food poverty | The Guardian](#) (21.12.23)

[Cost of people being overweight in UK now £98bn, study finds | Obesity | The Guardian](#) (04.12.23)

[Why people in their 50s have the highest cholesterol \(telegraph.co.uk\)](#) (06.11.23)

[Childhood obesity rates down amid ‘disturbing’ rise in underweight pupils | The Independent](#) (19.10.23)

[UK families ‘eating less healthily’ due to cost of living crisis | UK cost of living crisis | The Guardian](#) (02.10.23)

The Food, Farming and Countryside Commission’s (FFCC) recent report found that the UK public overwhelmingly back state intervention to improve the food system. Citizens see that food is at the crux of many of the issues facing us today. They want government to make sensible policy decisions that protect people and planet, and they want powerful food businesses to be more accountable. (Food, Farming and Countryside Commission, 2023).

However the British Nutrition Foundation’s recent survey found that over half (56%) of respondents who use social media for information on health said they would be likely to make changes to their diet based on information they’ve seen on platforms like Tik Tok or Instagram. Just over a quarter (27%) of those surveyed said that they’d recently read information about diet and health on social media; the top motivators given for changing diet were weight loss (40%) and improving fitness (36%). The Foundation warns that some of the biggest social media diet trends are not based on sound science, would be difficult to maintain and could even pose health risks. (British Nutrition Foundation, 2023).

29.7 percent of East Devon’s population have excess weight [2018 data] (DCC JSNA). EDDC is a member of the [Devon Food Partnership](#), which formed in 2021 in response to Dimbleby’s *National Food Strategy*. The Partnership gained ‘Sustainable Food Places’ [SFP] membership – a national partnership programme led by the Soil Association, Food Matters and Sustain which brings together food partnerships from across the UK to share ideas and knowledge to bring about a transition to a

healthier, more sustainable, and more equitable food system. The Partnership's work, leading to [Devon's Good Food Strategy 2023-28](#), has six priorities aligned with the SFP's six themes:

1. Food Governance and Strategy
2. Good Food Movement
3. Healthy Food for All
4. Sustainable Food Economy
5. Catering and Procurement
6. Food for the Planet.

The Devon Food Partnership is also part of the [Devon Carbon Plan](#) and any actions we can take will align with EDDC's own Climate Change Strategy.

Our various Service Plans will reflect commitment to our activities. Across the council we will do what we can to help combat the nutritional gap between rich and poor. We will continue to work alongside East Devon's food banks, listed here: [Benefits and support information - Benefit advice, support and foodbanks - East Devon](#) many of whom are reporting rising demand. For example Exmouth Food Bank reports that "December is always a busy month for Exmouth Food Bank and this one was no exception. Our loyal supporters ... enabled us to distribute 390 parcels that fed over 990 people. This is an 8% increase in demand when compared to December 2022. ... Increasingly we see individuals and families who are in work but who, due to the current cost of living, struggle to put food on the table, particularly by week three of the month." (Exmouth Food Bank, 2024).

We will continue to collaborate with our partners to explore ways to create a healthier, more sustainable, and equitable food system. We will continue to issue regular health messages aiming to inform and combat misinformation, so that our residents can make healthy choices. We will structure messages on Dimpleby's recommended changes - to increase fruit and vegetables and increase fibre, and to reduce intake of foods high in fats, salt or sugar (HFSS) and reduce meat.

We will collaborate with local groups working to educate residents about for example the risks of a diet of ultra-processed foods; and will do what we can to reduce food waste. For example we will help to promote activities such as Devon County Council's information on [Reducing food waste can save you money - News \(devon.gov.uk\)](#).

Physical activity

WHO have estimated that insufficient physical activity is now the fourth most frequent cause of death in the world, with 3.2m deaths a year attributed to insufficient physical activity. (WHO Global Health Observatory).

We know that exercise is good for our physical health and our mental wellbeing. But exercising or getting active can seem quite daunting for anyone who hasn't taken any exercise for while or finds it too difficult to fit into a busy life. Walking is ideal because it does not require special equipment or training, and can be done almost anywhere.

The pandemic resulted in reduced levels of physical activity in the UK, and people's daily step count still had not returned to baseline two years later. That a sedentary lifestyle is linked to poorer health is well established, but until recently, the optimal number of steps people should aspire to has been unclear, or if there is an upper limit beyond which further health gains are minimal. Walking just 4,000 steps a day may reduce the risk of dying from any cause, the largest analysis to date suggests, – although more walking gives greater the health benefits, with each additional 1,000 steps daily associated with a further 15% reduction in risk. (Guardian report 09.08.23 covering research looking at results from 17 studies, published in the European Journal of Preventive Cardiology).

A recent study (Sleurs, 2024) found that children living in places with 20-25% more natural areas near their homes have significantly stronger bones, potentially leading to lifelong health benefits. Increasing the size and accessibility of green spaces for children could therefore prevent fractures and osteoporosis in older people, so this study's public health message is that planners can make stronger bones of children! Previous research has found greater access to green spaces increases physical activity in children; studies have also seen multiple benefits for child development, including reduced risk of being overweight, lower blood pressure, higher IQs and better mental and emotional wellbeing. Green spaces are also linked to better physical and mental health in adults: woodland walks are estimated to save £185m a year in mental health costs in the UK.

Local data shows that:

21.1 percent of East Devon's population are physically inactive [2018 data] (DCCJSNA)

29.7 percent of East Devon's population have excess weight [2018 data] (DCCJSNA)

We are lucky that our district has such special green spaces and beautiful coastlines: we are committed to ensuring that this outstanding environment contributes to the health and wellbeing of our residents. Our natural open spaces provide valuable opportunities for us to achieve many of our public health priorities, increasing levels of physical activity while at the same time improving mental wellbeing and reducing social isolation.

We offer many opportunities for exercise on our land – through play areas, outdoor gyms and skateparks. There are opportunities for volunteers to help at our nature reserves, getting exercise at the same time as gaining benefits such as learning new skills, confidence, and building social networks. For further details please see [East Devon District Council Leisure Strategy 2021-2031](#) (final version June 2022).

[LED Community Leisure Ltd](#) (charitable Community Benefit Society) delivers leisure, health and community services. LED Community Leisure operate public sports and leisure facilities across East Devon, often working in partnership with schools and other sporting organisations. They organise and run a wide range of community-based activities in schools and in/on East Devon's countryside and beaches, many staffed by volunteers such as the Walking for Health programme. See [Appendix 5](#)

for a summary of activities by LED Community Leisure which support our strategic priorities. They offer a style of social prescribing 'exercise on prescription' -type health referral schemes, e.g. gym use and swimming, in many cases for individuals with long-term health conditions.

These spaces offer us tangible opportunities to align with partners in integrated care work including the potential for increased social prescribing and/or health referral schemes. We will help to create and protect local networks of places that are good for wildlife and people. We will deliver this on our own land and encourage landowners to follow our example.

Our Planners will work with partners to ensure the joined-up thinking needed to create this network of green spaces and avoid social and environmental problems. Streetscene, our Countryside team, Leisure East Devon, our Community Development Workers and others will involve our communities in delivering and deriving benefit from our green spaces and our coastlines. Our Planning and other policies can contribute to increased physical activity through good design and transport designs.



Graphic showing that considered green infrastructure is vital to create healthy places [add copyright when known]

Pandemic preparedness

There are many risks to think about – everything from transport incidents to flooding. There is also a danger that people have no more capacity to think of other disease risks after Covid, but we should think about them in terms of when not if – avian flu, other influenzas, monkeypox, diphtheria are just some examples. Long-term post-disaster health problems include chest, respiratory and digestive symptoms, as well as poor mental health. (Easthope, 2022).

Data is at the heart of decision making. This was never more apparent than during the pandemic, where ONS mortality statistics and the UK wide COVID-19 Infection Survey (CIS) provided a vital source of regular and timely data.

An engagement exercise held by National Voices explored how communities and groups were affected differently by both the Covid-19 virus and the measures to control it. *Learning the Lessons – The Unequal Impact of the COVID-19 Pandemic: Voices of People and Communities* captures the findings about how communities and groups were affected differently by both the COVID-19 virus itself and the measures to control it. It found that the pandemic response exacerbated existing, deep-rooted inequalities across the UK, and compounded the disadvantages experienced by people from minoritised communities, by disabled people and by people living with long-term conditions. (National Voices, September 2023).

The *Build Back Fairer: The COVID-19 Marmot Review* report by the UCL Institute of Health Equity and commissioned by the Health Foundation as part of its COVID-19 impact inquiry investigated how the pandemic affected health inequalities in England. (Marmot Dec 2020) The report highlights that:

- Inequalities in social and economic conditions before the pandemic contributed to the high and unequal death toll from COVID-19.
- The nation's health should be the highest priority for government as we rebuild from the pandemic.
- The economy and health are strongly linked – managing the pandemic well allows the economy to flourish in the longer term, which is supportive of health.
- Reducing health inequalities, including those exacerbated by the pandemic requires long-term policies with equity at the heart.
- To build back fairer from the pandemic, multi-sector action from all levels of government is needed.
- Investment in public health needs to be increased to mitigate the impact of the pandemic on health and health inequalities, and on the social determinants of health.

The report, *Health Inequalities, Lives Cut Short*, has confirmed that a million people in 90% of areas in England lived shorter lives than they should between 2011 and the start of the pandemic. Using ONS data sources, the Institute of Health Equity [IHE] made these calculations from the number of excess deaths (the increase in the number of deaths beyond that would be expected) in the decade from 2011 in England. The new findings from the IHE add weight to its two reviews of health inequalities in 2020 (Marmot Review 10 years On Review and COVID-19 Marmot Review): that the cumulative impact of regressive funding cuts (which hit poorer areas more), associated with austerity, contributed to life expectancy failing to increase, and actually falling for women in the 10% of poorest areas, and health inequalities widening. (IHE, 2024).

If, and when, there is another pandemic, being prepared nationally *and* locally is the best way to ensure the right response is taken. Good data will play a key part in informing the UK's response to the threat of another pandemic. A global collaboration, led by the UK's Office for National Statistics

and funded by Wellcome, is to create the Pandemic Preparedness Toolkit - which could make a valuable contribution to the next global pandemic response. (ONS, 17 Oct 2023)

As a result of the COVID-19 pandemic, East Devon District Council is in a much stronger position of preparedness. We have tried and tested ways of working with staff from the County Council and other districts via Team Devon workstreams. We established and could do so again, a network of local voluntary and third sector groups. We created better links with NHS and other agencies than we had had before, and are finding ways of continuing these links with One Devon Integrated Care System.

One of the immediate and ongoing actions we can help in preparation, is to combat mis-information for instance around vaccinations. Speakers at a UKHSA webinar on 27.05.22 noted that regarding Covid vaccination uptake, inequalities still exist in uptake, e.g. BAME population, pregnant women, at-risk children; there are disparities in uptake especially in young people of ethnic background and people for instance not realising that their diabetes raises their risk. There has been a downward trend with childhood vaccinations / boosters since the pandemic, so measles could be the next outbreak because children aren't receiving MMR vaccines.

We can help to distribute reliable, safe health messages from trusted sources for example as summarised here by UKHSA:

Get your health and vaccine information from trusted sources

- It is hard to combat Dr Google, always refer to national programme resources – they answer the FAQs and signpost to more information. Give the right version – accessibility of the information is key
- Misinformation can be deadly. Only share trusted information
- Beware of misinformation, especially when it involves infant vaccination and alternatives – grifters are on and offline <https://www.gov.uk/government/collections/covid-19-vaccination-programme>
- <https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/coronavirus-vaccine/>
- <https://www.nhs.uk/conditions/vaccinations/>
- Vaccine Knowledge project <https://vk.ovg.ox.ac.uk/vk/>
- **Video: vaccines - are they safe for my child?** <https://www.nhs.uk/conditions/vaccinations/why-vaccination-is-safe-and-important/>
- <https://www.england.nhs.uk/london/our-work/covid-19-vaccination-programme-2/covid-19-vaccine-communication-materials/>
- <https://www.england.nhs.uk/london/our-work/covid-19-vaccination-programme-2/covid-19-vaccine-sites-in-london/>

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Health effects of climate and adverse weather events

The following evidence is based on UKHSA's latest peer-reviewed "Health Effects of Climate Change" [HECC] report (UKHSA December 2023).

Climate change matters for health. A key message from the report is that climate is the context in which we will need to protect health from a wide range of climate-sensitive hazards; not just an item to consider. It looks at various scenarios, all posing public health risks. We are on track for ~2-3 degrees warming, and even with rapid de-carbonisation temperatures will continue to rise until at least mid-century. Climate will affect a wide range of health outcomes and determinants of health.



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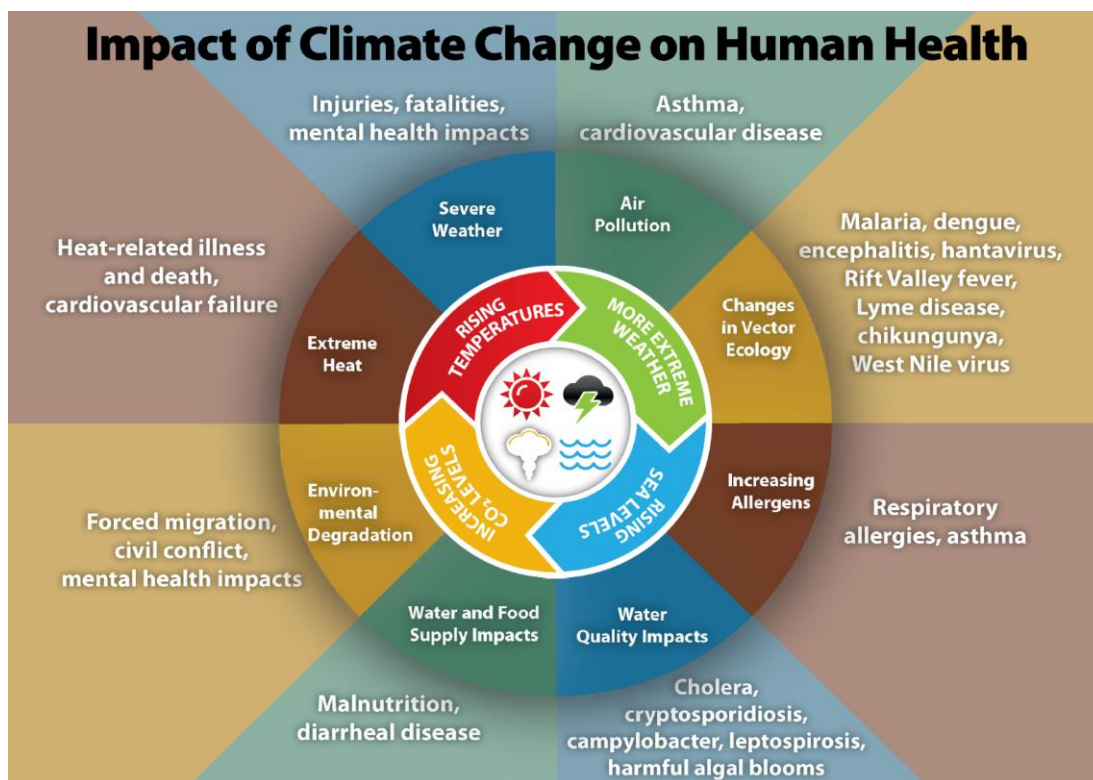
We can expect major impacts on physical and mental health, while our changing climate will also exacerbate existing health inequalities. We are already seeing threats to health in the UK:

in 2022, summer heat reached 40.3 degrees C; there were approx. 2,985 all-case excess deaths. **Heat and cold-related deaths** are both projected to increase in the UK, impacting on the vulnerable.

Disease vectors: the UK will become more suitable for the survival of vector species of public health importance. To date our UK winters have historically been too cold for *Aedes albopictus* (Asian tiger mosquito) to survive, but for example Paris had locally transmitted cases of dengue fever in 2023.

Flooding has various significant negative impacts including upon mental health. Increased risk of flooding will mean that people and properties, as well as health and social care facilities, transport lines and schools will become at risk of flooding. **Impacts of sea-level rise and flooding will be greatest in coastal towns, low-lying areas, and in or near floodplains.**

Evidence suggests that **food imports and prices**, particularly for fruits and vegetables, will be more volatile due to high UK dependence upon foods from particularly climate-vulnerable countries.



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We must be aware of the implications for local authorities including East Devon:

- Health risks won't be distributed equally.
- Existing inequalities will be exacerbated.
- Those most vulnerable = older adults over 65; children; individuals with pre-existing health conditions.
- Individuals less able to control environments or adapt behaviours will be vulnerable, e.g. social care residents, homeless populations, and settings such as schools and prisons.

The greatest opportunity comes from the potential to align health goals with the UK's decarbonisation agenda, generating a range of health benefits particularly air quality, food, housing and transport. Many adverse health impacts of climate change are avoidable through climate change mitigation and others are preventable through effective adaptation. UKHSA suggests that local authorities focus on these mitigations and adaptations:

- Active transport to reduce emissions and increase physical activity.
- Nature-based solutions: provides shade, reduces flood risk, improves air quality, benefits mental health, but may increase aeroallergens and vectors.

Local authorities have a critical role and certain opportunities. We can prevent some of the challenges and impacts and should focus on co-benefits.

We will work with partners and engage with national services such as the [Adverse Weather and Health Plan - GOV.UK \(www.gov.uk\)](#) and local initiatives such as the Devon Food Partnership and [Devon Carbon Plan – Devon Climate Emergency](#). Our actions will form golden threads through our Council Plan and Climate Change Strategy as well as our new Public Health Strategy.

The intention is to inform policy, action and decision-making going forward.

The evidence-base for our priorities: which communities will we focus on?

We will work across the East Devon district, with particular focus on those communities in most need, including deprived and isolated rural communities.

We will use statistical data such as Census 2021 and Devon JSNA to identify priority communities; we will also assess and respond to “soft” intelligence such as information received from officers, councillors, other agencies and our third sector partners.

“Agree with adding in more deprived and isolated rural communities. On this point the deprivation dimensions measure in the 2021 Census which is available down to census output area (about a fifth the size of an LSOA) could be helpful here”. (Public Health Consultant Simon Chant, personal communication, July 2023).

Why have we added rural areas into our Strategy

Living in a rural area brings specific challenges for people on low incomes, and this has been exacerbated by the cost of living crisis. Many rural jobs are low paid. Transport costs are higher as people have to travel further to access work, training and essential services. It is more difficult for rural residents to access affordable healthy food: shops that serve these communities tend to be more expensive and public transport options can be very limited. These extra costs add up for rural families. (LGA 2023)

There has been a continued tendency to view inequality as a North versus South phenomenon. However, there is a case for arguing that the key problem is peripherality. Growing awareness of the challenges facing coastal communities as new and worrying patterns of deprivation have materialised (See CMO report 2021). These include unemployment, low incomes, seasonal jobs, low skills and education attainment, social immobility, high rates of anti-depressant and opioid prescribing and poor public health outcomes. In geographic terms ‘peripherality’ is defined in terms of remoteness from the centre of an economic system. Applied to population health, these encompass issues in relation to more limited socio economic opportunities, isolation and access to services and housing in rural and coastal areas in particular. Within the UK ‘peninsula’ areas such as the far South West typically experience higher levels of need, more rapid increases in demand relating to population growth and ageing, challenges in the delivery of services and maintaining staffing levels, and impacts on mental and physical health and wellbeing. Devon has strong similarities to Cumbria, East Anglia and North Yorkshire in this regard. We can also think of peripherality within the Devon and Eastern Devon systems with distance from Exeter and the M5/A38 limiting opportunities and economic development. (Lynnette Chapman, 2023)

The very particular health issues facing coastal communities were highlighted in [Chris Whitty’s annual report](#) in 2021.

Partnership and stakeholder consultation

We have acknowledged the importance of working in partnership with other agencies, our local communities and stakeholders, to improve and sustain individual and population health and wellbeing. Input from other agencies, local CICs, charities and other community groups is crucial. Our local third sector groups help us to identify priorities. The discretionary functions of our Town and Parish Councils can contribute significantly to the wider determinants of health.

We will seek to develop our partnership activities to help achieve our public health objectives, and through a more joined-up approach to support effective use of local government resources.

We shared our Quick-Read version and full Strategy document with nearly one hundred key external professional stakeholders in February 2024. We are grateful for and have considered all feedback received, from colleagues representing the following organisations:

- Devon Association of Local Councils.
- Devon County Council Communities.
- Devon County Council Learn Devon.
- Devon County Council Public Health.
- Devon Mental Health Alliance, Eastern Devon.
- HeadsUP Mental Health Awareness CIC.
- Honiton Dementia Action Alliance / Dementia Friendly Honiton.
- Honiton Health Matters.
- LED Community Leisure.
- Open Door Exmouth.
- Ottery and District Health Matters.
- Ottery Help Scheme.
- Parental Minds CIC.
- Project Food.
- Torbay and South Devon NHS Foundation Trust.
- Woodbury, Exmouth & Budleigh (WEB) Community Health & Wellbeing Board.

A note on monitoring: outputs and outcomes

Outputs = how much did we do? Are we busy?

Outputs are usually quantifiable things we can count, based on the number of 'things' produced by an activity for instance numbers of:

- People seen.
- Sessions delivered.
- Signposts to a particular service.
- Leaflets handed out.
- Information sessions delivered.
- Hours' service provided.

Being busy does not necessarily mean that we made a difference! We want to know that we are busy doing the things that lead to measurable change.

Outcomes = what difference did we make? Are we busy doing the right things to create change? A well-defined outcome clearly articulates some type of change. Often outcomes can be ordered over time. When writing outcomes for a project it is helpful [adapted from Chapman, Lynnette (2023) PHM Eastern Devon Workshop 3: Developing our Priorities and Logic Model. Internal communication by SWAHSN for One Devon] to note:

- **For whom we expect to see change:** which particular people, e.g. people aged xx, people living in xxx, people experiencing xx etc. And/or what will change for staff working in xx?
- The **type of change** they will experience: e.g. a change in awareness, knowledge, attitude, skills, confidence, behaviour.
- **How** something will change: increase; decrease.
- **When** the change is expected to take place (short, medium, long term?)
- Reflect on **health inequalities** as part of the outcome-development.
- Consider '**whose outcomes**' - would our outcomes be the same ones that a community might define as important?

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Public Health Project Officer

East Devon District Council

February 2024

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Appendix 1: our district

The percentage of households in the social rented sector increased in East Devon, but fell across England.

Private renting in East Devon increased from 13.6% to 16.0%, while the rate of home ownership decreased from 75.0% to 72.2%.

The percentage of people (aged five years and over) providing up to 19 hours of weekly unpaid care in East Devon decreased by 3.1 percentage points [ONS note that Census 2021 was undertaken during the coronavirus (COVID-19) pandemic. This may have influenced how people perceived and managed their provision of unpaid care, and therefore may have affected how people chose to respond.]

The percentage of people aged 16 years and over who were unemployed (excluding full-time students) in East Devon decreased by 0.3 percentage points. [ONS]

There are dispersed rural communities and several towns including the new town of Cranbrook. 15.9 % of East Devon's population have no car.

Affordability of homes is an issue. East Devon is in the top 25% of local authority areas for house prices but one of the lowest nationally in terms of wages. Adults in lower-income households were more likely to report acute sickness than higher-income households [Health Survey For England (HSE) 2015]

Key facts:

- East Devon's population has an older age structure than England.
- Residents' average age is 50.3 years (national average is 40 years).
- East Devon has the highest age profile in Devon, with the largest percentage of those aged 65+ at 30.6%.
- The percentage of those aged 85+ years or more in East Devon is 4.8% and in Sidmouth the figure is 7.6% compared with 2.3% for England. This proportion is expected to increase as the 'baby boomer' generation gets older and people choose to retire here.
- Depression, social isolation and loneliness are concerns, as well as more complex physical health issues developing with age. An ageing population impacts on housing requirements, the labour market and economic growth in addition to healthcare-provision.
- With an increasingly ageing population the number of paid and unpaid carers is expected to increase. Caring can have a negative impact on the carer's physical and mental health alongside reduced income, and for young carers it can also impact on education.
- There are pockets of social and economic deprivation particularly in areas of Exmouth and Honiton. Shorter life expectancy is seen across Devon in deprived areas and areas with a high concentration of care homes. It is also lower in certain groups including Gypsies and Travellers, the homeless and persons with moderate or severe learning disabilities [JSNA].
- Averages mask variations within the district. Between 2012-16 average life expectancy at birth for the population across Exmouth ranged from 77.3 years [Exmouth Town: Central, Exeter Road East (Madeira Villas area)] to 92.8 years [Exmouth Brixington: Dinan Way and Bystock Road area]. This is a difference of 15.5 years across Exmouth.

See also [Knowing East Devon - East Devon](#).

Appendix 2: the Devon Joint Forward Plan

The Devon Joint Forward Plan is the whole-system response to the One Devon Integrated Care Strategy. Twelve 'Devon Challenges' have been distilled from Devon's JSNAs/Joint Health and Wellbeing Strategies:

1. An ageing and growing population with increasing long-term conditions, co-morbidity and frailty
2. Climate change
3. Complex patterns of urban, rural and coastal deprivation
4. Housing quality and affordability
5. Economic resilience
6. Access to services, including socio-economic and cultural barriers
7. Poor health outcomes caused by modifiable behaviours and earlier onset of health problems in more deprived areas
8. Varied education, training and employment opportunities, workforce availability and wellbeing
9. Unpaid care and associated health outcomes
10. Changing patterns of infectious diseases
11. Poor mental health and wellbeing, social isolation, and loneliness
12. Pressures on health and care services (especially unplanned care).

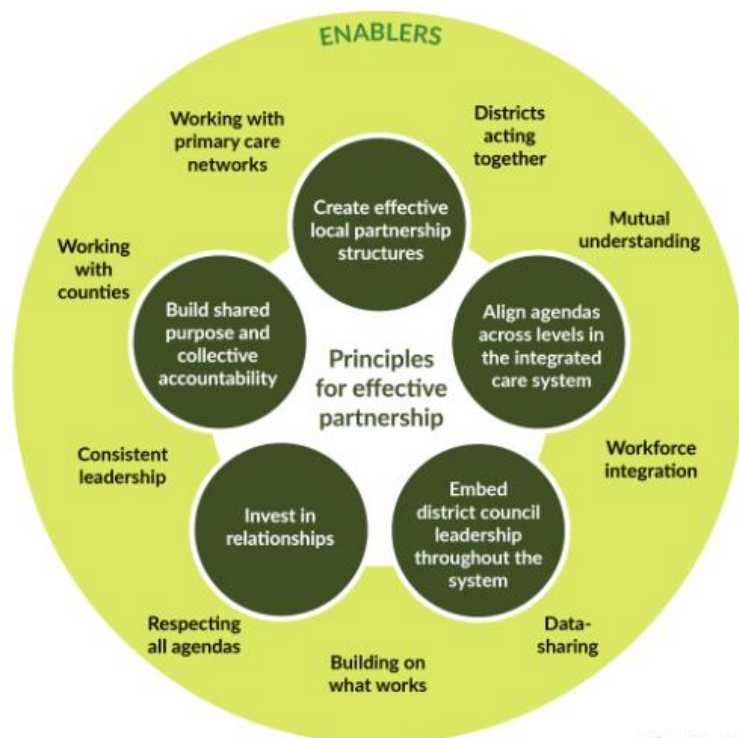
[Devon Plan - including the Joint Forward Plan and Integrated Care Strategy - One Devon](#)

Appendix 3: King’s Fund recommendations and enabling actions for district councils

A King’s Fund report observes that “District councils can play a valuable role within integrated care systems (ICSs) because they can influence the wider determinants of health; can act and react in fast and agile ways; and have strong, close connections with local communities.” (King’s Fund 2023) Their recommendations for district councils are for us to:

- Advocate on behalf of district councils, and for the contribution they can make to system working. Leaders need to push themselves forward, explain how their work influences population health and offer their services as testing grounds for place-based projects.
- Identify areas of shared priority, where district councils’ priorities align with those of others – including other district councils – involved in the ICS.
- Accept accountability and responsibility for specific goals on behalf of ICS partners.
- Invest in building relationships by cultivating connections with partners across the ICS, including leaders in other districts and in county councils.

Summary of enabling actions



TheKingsFund

Appendix 4: feedback on East Devon's proposed priorities

The following are comments from Simon Chant, Public Health Consultant, Devon County Council (personal communication, July 2023).

Agree with you about the post-pandemic emphases on young people's mental health, cost of living, and diet/nutrition (if we consider obesity that is quite important in the context of the East Devon demographic).

There is also a bit of additional context we can bring from the Integrated Care Strategy for Devon and subsequent Joint Forward Plan which are both now out. The 12 'Devon Challenges' in particular are distilled from our JSNAs/Joint Health and Wellbeing Strategies, and actually pick out economic resilience (building from 'Cost of Living' but recognising the history and longer term challenges in Devon), mental health, and changing patterns of infections as 'rising tide issues' and full documents available here: [Devon Plan - One Devon](#).

Probably worth reflecting on the prevention workstreams in East Devon (CYP MH and substance misuse, the health of carers, and loneliness), which have been in place for a couple of years. A couple of more recent developments are the Population Health Management Action Learning Sets for Eastern Devon which are centring in on suicide risk in middle-aged men as a priority, and the establishment of the One Eastern Devon Partnership Forum. This group is meeting again and are likely to select a couple of priority themes, with mental health and respiratory health (which covers smoking, climate change and housing as 'wider determinant' issues) looking like the likely candidates at present.

Appendix 5: LED Community Leisure - activities linking to EDDC Public Health Strategy

Strategy	LED Deliver
Physical Activity	All LED Centres Swimming, Gym, Group Ex, Tennis, Junior Activities Get Active Gym Schools exercise pathways Promote National Activity Recommendations
Diet and Nutrition	Nutrition Consultation Healthy Recipe Packs Gym journey Personal Training Stroke Group Nutrition 6 week programme - Littleham
Mental Health	Linked into Social Prescribing model with 30 days free exercise Linked with schools delivering exercise to those in need working in partnership with Heads Up Mental Health Schools exercise pathway Volunteering Opportunities
Loneliness and social isolation	Wellbeing Walks Walking Sports - Tennis, Netball, Football Link activities with social prescribers
Dementia	Linked with memory café and support through health walks Wellbeing Walks Axminster Dementia Group
Long Term Health Conditions	Health Referral Program Cancer Rehab Cardiac Rehab Escape Pain Stroke group Good Boost Fibromyalgia Group
Frailty and Falls	Strength & Balance Groups Links with NHS groups giving 6 hours access at site to develop community groups Swimming Wellbeing Walks
Priority Areas	Swim to the Sea project for Littleham Primary School Exmouth Stroke Survivors Group in Littleham Honiton Primary and Secondary School project Cranbrook - Move More Group and Steering Group attendance. Work in St Martins and CEC Pre Natal Exercise Class at EX5

Equality Impact Assessment

Before completing this EIA please ensure you have read the EIA guidance notes and other resources, available on the [intranet](#)

Version		Date Completed	22.02.24
Description of what is being impact assessed			
EDDC Public Health Strategy 2024/27			
Evidence			
What data/information have you used to assess how this policy/service might impact on protected groups?			
<p>A wide range of reliable evidence-based statistical, academic, government and other sources has been used alongside local intelligence to identify our priorities and to evaluate the Strategy. This evidence base is presented in an accompanying report.</p> <p>We would like everyone in East Devon to have an equal chance to lead a long, happy and healthy life, living in healthy places. The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities.</p> <p>In these challenging times and to achieve fairer health outcomes for vulnerable groups and communities, we know that we must prioritise our activities and communities on which to focus. We will follow the evidence to work across the East Devon district, with particular focus on areas in most need, including deprived communities and isolated rural communities. Our priorities are:</p> <ul style="list-style-type: none"> • Cost of living crisis. • Mental health. • Unpaid carers. • Loneliness and social isolation. • Dementia. • Homelessness, housing and indoor environment factors. • Smoking. • Alcohol and drug use. • Diet and nutrition. 			

- Physical activity.
- Pandemic preparedness.
- Health effects of climate and adverse weather events.

Who have you consulted with to assess possible impact on protected groups and what have they told you? If you have not consulted other people, please explain why?

The purpose of the Strategy is to help tackle health inequalities. We recognise that we cannot achieve everything alone and that our work requires close partnerships with other agencies and many third sector groups. As well as our senior officers and our portfolio holder, nearly one hundred key external professional stakeholders representing a range of health-related agencies and local third sector groups were invited to comment on the draft Strategy. We received and have considered responses from:

Devon Association of Local Councils
Devon County Council Communities
Devon County Council Learn Devon
Devon County Council Public Health
Devon Mental Health Alliance, Eastern Devon
HeadsUP Mental Health Awareness CIC
Honiton Dementia Action Alliance / Dementia Friendly Honiton
Honiton Health Matters
LED Community Leisure
Open Door Exmouth
Ottery and District Health Matters
Ottery Help Scheme
Parental Minds CIC
Project Food
Torbay and South Devon NHS Foundation Trust
Woodbury, Exmouth & Budleigh (WEB) Community Health & Wellbeing Board.

Analysis of impact on protected groups				
The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. The Council also has a legal duty to have due regard to armed forces personnel when carrying out healthcare, housing and education functions. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, assess the likely outcome, before you have implemented any mitigation.				
Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	Our Strategy is intended to support health and wellbeing throughout the ages, from children, through working age, to older adults.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Disability	The Strategy's quick-read version, full version and evidence base documents are all checked for any accessibility issues.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender reassignment	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities. One of our priority activities is to support mental health – which may benefit those experiencing gender reassignment.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marriage and civil partnership	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities, irrespective of marriage/civil partnership status.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Pregnancy and maternity	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities. One of our priority activities is to support mental health – which may benefit those experiencing pregnancy and maternity.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race and ethnicity	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities, irrespective of race and ethnicity.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or belief	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities, irrespective of religion or belief.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities, irrespective of sex.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sexual orientation	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities, irrespective of sexual orientation.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Armed Forces (including serving personnel, families and veterans)	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities, which can include armed forces. One of our priority activities is to support mental health – which may benefit armed forces.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other, e.g. carers, care leavers, low	The purpose of the Public Health Strategy is to help tackle health inequalities – of groups and communities. Unpaid carers, the cost of living crisis, isolation and rurality are all listed as priorities. One of our	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
income, rurality/isolation, etc.	priority activities is to support mental health – which may benefit all these and others.			
Negative outcomes action plan Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.				
Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
Not identified	Select date			<input type="checkbox"/>
If negative impacts remain, please provide an explanation below.				
We have not identified potential negative outcomes – the purpose of the Strategy is to help reduce health inequalities.				

Completed by:	Helen Wharam, Public Health Project Officer
Date:	22.02.24
Approved by:	
Date:	
To be reviewed by:	
Review date:	

Report to: Council



Date of Meeting 17 April 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Councillor DBS Checks and Safeguarding Protocol - Recommendation from Cabinet meeting on 27 March 2024

Report summary:

This report sets out the Cabinet recommendation to Council arising from their consideration of the Councillor DBS Checks and Safeguarding Protocol.

Note: The references in this report to Paper A relate to the relevant report considered by the Cabinet with recommendations for Full Council to consider and are appended to this report for reference.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That Council approve the attached Councillor DBS Checks and Safeguarding Protocol, to form part of the Council's Constitution..

Reason for recommendation:

The Council has decided as part of its Safeguarding Policy to undertake DBS checks for members. It is important that a process is put in place for undertaking those checks and introducing a risk assessment process should any convictions and safeguarding concerns be identified.

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

Report to: Cabinet



Date of Meeting 27 March 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N /A

Councillor DBS checks and Safeguarding Protocol

Report summary:

To present to Members for approval a draft Protocol in relation to the introduction of Councillor basic Disclosure Barring Service ("DBS") checks and consideration of any safeguarding issues.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That Cabinet recommend to Council for approval the attached Councillor DBS Checks and Safeguarding Protocol, to form part of the Council's Constitution.

Reason for recommendation:

The Council has decided as part of its Safeguarding Policy to undertake DBS checks for members. It is important that a process is put in place for undertaking those checks and introducing a risk assessment process should any convictions and safeguarding concerns be identified.

Officer: Melanie Wellman, Monitoring Officer E mail melanie.wellman@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

Climate change Low Impact

Risk: Medium Risk; Adopting a policy to conduct DBS checks for members is a mitigation against safeguarding and other risks occurring.

Links to background information

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. At a meeting on 31 January 2024 the Cabinet approved a new Safeguarding Policy which requires Disclosure and Barring (“DBS”) checks for councillors. Council subsequently approved a budget of £3000 for the carrying out of those checks.

There are three types of DBS check, Basic, Standard and Enhanced.

A Basic DBS check provides provide a minimal overview of an individual’s criminal history and reveals unspent convictions. It does not include cautions, reprimands, or spent convictions.

A Standard DBS Check is more comprehensive than basic checks and are commonly used in specific industries such as finance and law. It reveals both unspent and spent convictions.

An Enhanced DBS Check provides the highest level of disclosure and is essential for certain roles in education, healthcare, and other sensitive areas. It reveals unspent and spent convictions. It includes cautions, reprimands, and warnings. It also encompasses relevant police intelligence information deemed necessary for the applied position.

2. The appropriate level of check depends on the nature of the role and the level of contact an individual will have with vulnerable groups or sensitive information. As District councillors do not deal with social services matters, it is not considered that their roles meet the legal requirements to have a standard or enhanced check. In the circumstances, like many authorities, it is proposed that we introduce a protocol that all District councillors undergo a basic DBS check. However, in the unlikely event that activities are identified that may give grounds to consideration of a Standard or Enhanced DBS check, for example if the councillor, during the course of their duties, would be required to have contact with particularly vulnerable groups, the decision for the level of check required would be made by the Monitoring Officer in liaison with HR and following a risk assessment. The councillor would then be advised of this requirement.
3. To ensure that there is a process in place for the conducting of those checks, the attached Councillor DBS Checks and Safeguarding Protocol has been prepared. It is proposed that this Protocol forms part of the Constitution. The key elements of the Protocol can be summarised as follows:-
 - A reminder that councillors are bound by the Code of Conduct and when it applies.
 - Reference to the Safeguarding Policy and the requirement for councillors to undergo and co-operate with basic DBS checks.

- That the Protocol will form part of the Constitution and that failure to comply with it, will amount to a potential breach of the Code of Conduct pursuant to paragraph 5.8.5 of the Code of Conduct which states: *I will comply with the Codes and Protocols forming part of the Council's Constitution.*
- That the Council will conduct a Basic DBS Check upon a councillor being elected to office and following each subsequent election and that councillors will co-operate in providing all information to enable the DBS check to be carried out.
- Once a councillor DBS has been undertaken, the website will be updated to reflect that it has been carried out so that it is open and transparent.
- That in the event that the check results in a positive disclosure, any appropriate actions are taken, following a full risk assessment process. Whilst the DBS Certificate will be checked, a copy will not be retained by the Council.
- Following consultation with the Chief Executive and Safeguarding Lead (where safeguarding issues), the Chief Executive will discuss the matter with the relevant councillor in consultation with Leader of the relevant Political Group and advice provided on any steps that should be taken.

Financial implications:

A budget of £3000 has been approved by Full Council for the carrying out of the DBS checks

Legal implications:

Disclosure Barring Service checks are not legally mandated for Local Authority councillors, however many authorities are, in light of high profile cases, making the decision to undertake at least basic DBS checks. Simon Bailey conducted a review of the Disclosure and Barring Regime in April 2023 concerning the eligibility of local councillors for criminal record checks. The purpose of the review, commissioned by the Home Office, was to provide assurance to Ministers about the effectiveness of the disclosure and barring regime in safeguarding children and vulnerable adults. Part of the review considered the regime with regard to eligibility of local councillors for criminal record checks provided by the Disclosure and Barring Service. With specific reference to local authorities, the review made the following recommendation:

Recommendation 5: Local councillors *I recommend that an enhanced criminal record check is made mandatory for all councillors in Unitary and Upper Tier Authorities who are being considered for appointment to any committee involved in decisions on the provisions of children's services or services for vulnerable adults. I accept that this would require legislation and therefore some inevitable delay, so I further recommend that these authorities are encouraged to adopt this procedure as best practice pending legislation.*

As this Council is not a Unitary or Upper Tier authority, this recommendation does not apply and since the Council does not carry out social services functions, we cannot legally conduct an enhanced check. There is, however, the ability to invite all members to undergo a basic DBS check. Whilst this is not mandatory, by including this Protocol in the Constitution, it will mean that failure to comply will result in a member being in potential breach of the Code of Conduct. e

It is important to reflect that a basic DBS Certificate is a snapshot in time and is only up-to-date at the time of issue.

COUNCILLOR DBS CHECKS AND SAFEGUARDING PROTOCOL

Introduction

1. A Councillor's behaviour is covered by the Council's Code of Conduct (as required under the Localism Act 2011) which provides recourse to any member of the public wishing to make a complaint against a Councillors behaviour. That Code, however, does not make specific mention or reference to DBS checks and allegations about safeguarding.
2. The Code of Conduct, in the main, only applies to the conduct of a Councillor when acting or giving the impression that they are acting in their official capacity. It does not, therefore, always cover them in their 'private' life. Moreover, while the Council's Monitoring Officer has a duty to advise and consult an Independent Person appointed under s28(7) of the Localism Act 2011 on any action to be taken arising from a complaint regarding the conduct of members under the East Devon District Council Code of Conduct, it would be inappropriate to do so in any case where safeguarding issues had been raised without first referring to the Council's safeguarding procedures.
3. The Council has adopted a Safeguarding Policy which requires Councillors to undergo a basic DBS check. This Protocol therefore outlines the process for undertaking DBS checks and the risk assessment process that will be followed should the DBS check identify convictions.
4. This Protocol will form part of the Council's constitution. Failure to comply with it, will amount to a potential breach of the Code of Conduct pursuant to paragraph 5.8.5 of the Code of Conduct which states: *I will comply with the Codes and Protocols forming part of the Council's Constitution.*

DBS Checks and Risk Assessment

5. Following each District Council election the Council will, (or mid-term if a Councillor is elected mid-term) conduct a Basic DBS check for all Councillors which will be in place for a period of four years (a Council term), unless they notify the Council of a change, or the Council requires a new check following safeguarding concerns.
6. Councillor's will co-operate in providing all necessary information to enable the DBS check to be carried out. Once a Basic DBS check has been undertaken for that individual Councillor, a record of that will be retained on the Council's website.
7. Only where the DBS check identifies a criminal conviction will the Monitoring Officer be notified. In these circumstances, the following course of action must be undertaken in line with the approved Risk Assessment, attached at Appendix A. The Monitoring Officer will not

- retain a copy of the DBS Certificate but will record the Certificate Number, date of Certificate, date of offence(s) disclosed, the type of offences and when they will be spent.
8. It is the responsibility of the Monitoring Officer to ensure all appropriate actions, guidance and notifications are taken in such cases.
 9. The Monitoring Officer will first undertake an assessment of the risk to both vulnerable adults and/or children and/or the reputation of the Council, the risk of the Councillor (the subject Councillor) continuing to exercise any existing or proposed role - either on a conditional basis or with additional safeguards in place or whether it would be incompatible with the circumstances of the case for the subject Councillor to continue in a particular role at all.
 10. The Monitoring Officer will also review the circumstances of the case with reference to the Code of Conduct to determine whether there are any political and/or standards issues involved and any potential case to answer.
 11. Thereafter and following consultation with the Head of Paid Service and Corporate Safeguarding Lead (where appropriate) a discussion will be had with the Councillor in consultation with the relevant Group Leader.
 12. Any such risk assessment must necessarily require an objective common-sense approach, having regard not only to the Council's responsibilities for safeguarding but the need for Councillors to maintain the highest standards of conduct in their professional lives and from a safeguarding perspective, their personal lives. Also important is the need for any person in public life and holding a position of special responsibility to be extra vigilant.
 13. The Monitoring Officer can also consider the withdrawal of facilities/access and, exceptionally, any action required to ensure the continued protection of others as a result of the disclosure or of any action the Council may decide to take as a result of that risk assessment, including confidential notification to a third party to ensure that continued protection of others, consulting with the Chair of the Standards Committee as appropriate.
 14. If a Basic check reveals that a Councillor has been sentenced to imprisonment for 3 months or more (including suspended sentences) during the last five years or has been convicted of a corrupt or illegal practice by an election court, then their seat will be lost.

Safeguarding

15. Councillors should operate within a safe working environment for children and adults at all times. If Councillors adhere to common sense principles of safe working this will not only benefit the work and reputation of the Council but help protect them (Councillors) as well.

16. Councillors should therefore ensure that they do not have or are not put in the position of having unsupervised contact with children and young people or vulnerable adults. Avoiding any such circumstances/unsupervised contact with vulnerable persons will help prevent the risk of any allegation of inappropriate behaviour being made.
17. Any safeguarding concerns as defined in the Safeguarding Policy should in the first instance be reported to the Corporate Safeguarding Lead, who, in liaison with the Monitoring Officer, shall take all necessary steps as indicated below including all appropriate notifications.
18. If the allegation is in relation to potential safeguarding concerns relating to the individual in their capacity, either as a councillor, or in any other working or volunteering role with children, the Council's Monitoring Officer will liaise directly with Council's Corporate Safeguarding Lead.
19. If the allegation relates to safeguarding concerns regarding the individual's behaviour with children in their personal life (e.g. as a parent or relative or friend), and the local authority is made aware of it, the Monitoring Officer will ensure a referral is made to the Devon Multi-Agency Safeguarding Hub (MASH). In these circumstances, Children's Services would undertake any assessment as appropriate and, if following this, concerns remain which could impact on the individual's role as a Councillor, also make a referral for LADO consideration.
20. It is recognised that not all Councillors will have direct contact with children and young people or vulnerable adults as part of their role, although some may.

Appendix A

PART A

DBS RISK ASESMENT CHECKLIST IN THE EVENT OF A POSITIVE DISCLOSURE	
Disclosure Certificate No:	
Date of Certificate:	
Full Name:	
Position check undertaken for:	
Councillor Level of Check	Basic/Standard/Enhanced
Convictions disclosed? If so, details	
Date(s) and place of conviction?	
<p>RISK ASSESSMENT</p> <p>Questions to be considered by the Monitoring Officer as part of the Risk Assessment</p>	
Question	Comments
Does the Councillor confirm that the information disclosed in the DBS Disclosure is accurate?	
What is the individual's attitude to the offence now?	
Will the Councillor be working unsupervised?	
Is the conviction now spent? Were/Are there any orders/requirements/conditions as a part of the conviction and are they relevant to rehabilitation or control of reoffending?	
Does the conviction disqualify the Councillor from being a councillor?	
Have circumstances changed since committing the offence(s)? What has the individual done to reduce the risk of re-offending i.e.	

rehabilitation, improved education, moved location, changed associates etc	
At the time of the offence were there any mitigating circumstances? (i.e. financial / domestic / alcohol / drugs	
Was this a 'one-off' offence? or repeat offending?	
What level of contact is there with children or vulnerable adults i.e. unsupervised.	
What level of personal contact is there with the public.	
Is there potential for reputational damage?	
Describe what preventative measure(s) could be put in place to reduce risk?	
Signature of Monitoring Officer and Date of Risk Assessment	

PART B – FURTHER ACTION REQUIRED

Please state any additional action required. Examples below.

Proposed action:

1.
2.
3.
4.
5.

Examples:

- Speak to Leader of the Council and / or Group Leader
- Consideration of Committee / Sub Committees / outside bodies appointments
- Exclude or restrict the Councillor's access to some or all District Council Premises or business;
- Any training required
- Withdraw facilities (e.g. computer access)
- Or other actions as defined in the Safeguarding Policy

Action Taken
