

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Cabinet held at Council Chamber, Blackdown House, Honiton on 3 September 2025

Attendance list at end of document

The meeting started at 6.00 pm and ended at 8.35 pm

54 Minutes of the previous meeting

The Chair started the meeting by expressing his sincere condolences to the parents of Councillor Andrew Toye who sadly passed away this week. Tributes were made from Members who had worked closely and befriended Andrew over many years. He was Exmouth born and bred and played an important role as a District as well as Town Councillor. Although a quiet man his contribution was always pertinent and relevant. He had a strong affiliation with the Sea Scouts and a love of dancing. He will be sorely missed.

The minutes of the previous meetings of Cabinet held on 30 July 2025 were agreed.

55 Declarations of interest

Min 67. LGR and Devolution update.

Councillor Nick Hookway, Affects Non-registerable Interest, Is a Devon County Councillor.

Min 67. LGR and Devolution update.

Councillor Paul Arnott, Affects Non-registerable Interest, Is a Devon County Councillor involved in LGR.

Min 67. LGR and Devolution update.

Councillor Paul Hayward, Affects Non-registerable Interest, Is a Devon County Councillor.

Min 67. LGR and Devolution update.

Councillor Richard Jefferies, Affects Non-registerable Interest, Is a Devon County Councillor.

Min 72. Build & Buy Plan: Acquisitions & Preliminary Site-Specific Proposals.

Councillor Steve Gazzard, Affects Non-registerable Interest, Is a Ward Member.

56 Public speaking

Aynsley Jones the Cranbrook Community Manager spoke on the funding issues for Cranbrook. She stated that EX5-Alive CIC Hub was the only dedicated provision for a wide range of essential services in Cranbrook. They had been unsuccessful in receiving follow-on funding from the National Lottery to continue the progress already made, putting the Hub currently in a precarious position. In Cranbrook a significant proportion of the population was under the age of 24 years with many families having children, which was why the services provided were critical. The Hub provided critical support including emergency food parcels, child asylum seeking support and school attendance assistance. The Hub was where residents could meet, make relationships, find support and gain a sense of belonging avoiding social isolation and feeling disconnected. The Hub was a positive one-stop shop signposting residents to other services available to

them. She asked that Cabinet think of solutions and work with them so they could continue to provide services for Cranbrook. The Portfolio Holder Sustainable Homes and Communities said he was happy to liaise with the group to investigate what help may be available (if any). Cllr Tim Dumper offered his support and wished to encourage other members to do the same.

57 **Matters of urgency**

There was one late report recorded at Minute 68.

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

There were three items dealt with in this way recorded at Minutes 72 – 74.

59 **Minutes of Cranbrook Placemaking Group held on 9 June 2025**

Members noted the minutes of the Cranbrook Placemaking Group held on 9 June 2025.

60 **Minutes of Cranbrook Placemaking Group held on 4 August 2025**

Members noted the minutes of the Cranbrook Placemaking Group held on 4 August 2025.

61 **Minutes of Overview Committee held on 17 July 2025**

Members noted the minutes and approved the recommendations of the Overview Committee held on 17 July 2025.

Minute 40 Exmouth Motorhome Parking – Overnight Stopovers

The report has since been approved by Cabinet on 30 July 2025.

Minute 42 Animal Licensing and Enforcement Policies

1. To formally adopt the draft Animal Enforcement Policy
2. To formally adopt the draft Animal Licensing Policy

62 **Minutes of Recycling and Waste Partnership Board held on 30 July 2025**

Members approved the recommendations of the Recycling and Waste Partnership Board held on 30 July 2025 as follows.

Minute 42 – Simpler Recycling

1. Cabinet approved the reallocation of £200,000 from the existing refurbishment capital budget to fund the required vehicles.
2. Cabinet approved the completion of a TEEP assessment to support the co-collection of paper, glass and cardboard.
3. Cabinet note the early-stage work for 'films and flexibles' implantation was underway.

63 **Minutes of Housing Review Board held on 31 July 2025**

Members approved the recommendations of the Housing Review Board held on 31 July 2025 as follows.

Minute 58 Finance report

1. Cabinet considered and noted the outturn position for 2024/25 including the implications and proposals relating to the balances and reserves held by the Council.
2. Cabinet noted the year-to-date Housing Revenue Account position for quarter 1 2025/26.

Minute 59 Review of Anti-Social Behaviour Policy

Cabinet approved the updated Anti-Social Behaviour Policy.

Minute 60 Review of Electrical Safety Policy

Cabinet approved the updates and amendments to the Electrical Safety Policy for Housing, including the clarification of portable appliance testing.

Minute 61 Review of Housing Repairs Policy & Awaab's Law

1. Cabinet approved the proposed Repairs Policy.
2. Cabinet noted that some final amendments may be made following further feedback from tenant scrutiny and stakeholders. The policy would be brought back should any material changes be required.

Minute 62 Review of Radon Policy

1. Cabinet approved the proposed Radon Policy.
2. Cabinet noted that some final amendments may be made following further feedback from tenant scrutiny and stakeholders (with a commitment to bring the policy back should any material amendments be required).

Minute 65 Stock condition survey report

That Cabinet note the results of the stock condition survey.

Minute 66 Housing Revenue Account Business Plan update report

That Cabinet note the Housing Revenue Account Business Plan position and required efficiency savings.

Minute 67 Build & Buy - A housing investment and delivery plan for East Devon

1. That Cabinet recommend that Council endorse the Build and Buy Plan.
2. That Cabinet note that the financing of the Build and Buy Plan was subject to approval of the Housing Revenue Account Business Plan and the 2026/27 budget setting process in due course.

Minute 69 Build and Buy Plan: Acquisitions and preliminary site-specific proposals

1. That Cabinet note the proposed development sites; with further design feasibility and stakeholder engagement and consultation plans to be prepared.
2. That Cabinet approve that work to establish a pipeline of affordable housing acquisitions is commenced in line with the vision set out in the Build and Buy Plan.
3. That Cabinet approve that any capital and revenue expenditure above existing approved budgets be subject to the approval of the Housing Revenue Account Business Plan and budget setting process in 2026/27.
4. That Cabinet grant delegated authority to the Director of Housing and Health in consultation with the Portfolio Holder for Sustainable Homes and Communities to

progress the RIBA stage 3 on sites 1-4 Honiton and RIBA stage 3 on sites 5 and 6 in Exmouth.

64 **Household Support Fund 7**

The Benefits and Financial Resilience Manager provided details on the proposed policy for the Household Support Fund 7 and funding available to support low-income households for the period 01 April 2025 to 31 March 2026.

RESOLVED that Cabinet:

1. Agree to the proposed policy for Household Support Fund for the period 1 April 2025 to 31 March 2026
2. Agree for delegated authority to be given to the Assistant Director for Revenues, Benefits & Customer Services in consultation with the Portfolio Holder for Finance and the Portfolio Holder for Sustainable Homes and Communities, in the event subsequent changes need to be made to the policy, including providing additional groups and/or funding amount to receive a targeted payment. Any required changes will be based on funding available and will consider available data from our social resilience dashboard, and any other relevant factors at the time a decision needs to be made. Any changes will include an updated Equalities Impact Assessment.

REASON:

The recommendations allowed for the Council to proceed with administration of the Household Support fund, through an open application process and a targeted support element of the fund. The open application process would ensure that low-income households can come to EDDC directly for financial support if they do not meet the criteria set for targeted payments.

65 **Housing Revenue Account Business Plan update**

The Assistant Director – Programmes, Investment & Development provided an update on the Housing Revenue Account (HRA) Business Plan and associated strategic documents that underpin the effective management and investment in EDDC's housing stock to ensure the housing service remains financially viable, sustainable, and responsive to tenant needs.

RESOLVED that Cabinet:

Note the HRA Business Plan position and required efficiency savings.

REASON:

To enable the development of a long-term sustainable Business Plan to ensure sufficient investment in the housing stock.

66 **Devon Local Nature Recovery Strategy public consultation**

Sarah Jennings the County Ecologist presented a summary of the Devon Local Nature Recovery Strategy (LNRS) with recommendations for sign off for the public consultation.

RESOLVED that Cabinet:

1. Agrees as the Supporting Authority that the draft Devon Local Nature Recovery Strategy, in consultation with the Portfolio Holder for Environment - Nature and Climate, be made available for public consultation.
2. Delegates authority to the Assistant Director – Countryside, Environment & Ecology in consultation with the Portfolio Holder for Environment - Nature and Climate to make or approve amendments to the consultation materials prior to public consultation.
3. Delegates authority to the Assistant Director – Countryside, Environment & Ecology in consultation with the Portfolio Holder for Environment - Nature and Climate to approve the final version of the Devon Local Nature Strategy following the public consultation.

REASON:

The draft Devon Local Nature Recovery Strategy (LNRS) addressed requirements set out in the Environment Act 2021. The LNRS had been drafted by Devon County Council as Responsible Authority in collaboration with a wide range of partners including EDDC. EDDC was a Supporting Authority in the process and officers had been involved. The Strategy needed to be finalised by December for Devon to get further funding. Devon County Council officers leading the development of the LNRS supported by relevant EDDC officers now considered that it was ready to go out for public consultation for wider discussion. There were no risks associated with this consultation.

67 **LGR and Devolution update**

The Chair and Councillor Richard Jefferies left the room while this item was being debated due to their roles in this matter as Devon County Councillors. The Vice – Chair stood in as Chair for this item.

The Director of Place provided an update in relation to proposals for both Local Government Reorganisation and Devolution. It included information regarding the passage of key legislation, proposals for the establishment of a Mayoral Strategic Authority and further details around the various options for local government reorganisation and the associated timeline for implementation.

The Deputy Leader commended Andrew Wood on behalf of the Council and the other authorities involved in the proposals, for his essential work and effort in getting to this stage in the process.

RESOLVED that Cabinet:

1. Grant delegated authority to the Chief Executive in consultation with the Deputy Leader and Portfolio Holder for Council, Corporate and External Engagement to continue to develop proposals for the configuration and coverage of future principal authorities.
2. Notes the appointment of specialist support on behalf of the constituent Councils progressing the 1/4/5 model of local government reorganisation
3. Receives a further report detailing the full proposal for the 1/4/5 model of local government reorganisation in Devon.

REASON:

To ensure Cabinet was fully engaged in the devolution and local government reorganisation proposals.

To recognise the change in administration at the County Council and the lead role that the Deputy Leader and Portfolio Holder for Council, Corporate and External Engagement now played in relation to Local Government Reorganisation for the District Council.

68 **Naming of East Devon's Second New Community**

The Portfolio Holder for Place, Infrastructure and Strategic Planning presented the report stating that EDDC had engaged with local people, community groups and businesses to help choose a name for the new community planned near Westpoint.

The Chair thanked officers, members, parishes and residents for their involvement in this matter.

RESOLVED that Cabinet:

1. Notes the outcome of the recent public engagement exercise.
2. Supports Marcombe as the choice of name for the new community

REASON:

To support the emerging identity of the second new community in East Devon.

69 **Forward Plan**

Members agreed the contents of the forward plan for key decisions for the period 1 October 2025 to 31 January 2026.

70 **Build & Buy - A Housing Investment & Delivery Plan for East Devon**

The Assistant Director Programmes, Investment & Development presented his report which was a response to a growing housing need and feedback from the Housing Strategy consultation. The report provided an overview and introduction to 'Build and Buy' A Housing Investment & Delivery Plan for East Devon.

The Chair thanked and wished it noted that he recognised the remarkable work of the Housing Team in getting EDDC to this stage over the last 18 months.

RESOLVED that Cabinet:

1. Endorse the Build & Buy Plan.
2. Note that the financing of the plan is subject to the approval of the HRA Business Plan and the 2026/27 budget setting process in due course.

REASON:

To increase the supply of affordable homes for residents of East Devon and contribute to wider housing and community objectives, including estate regeneration.

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

RESOLVED that Cabinet:

That under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out on the agenda, is likely to be disclosed and on balance the public interest is in discussing this item in private session (Part B).

72 **Build & Buy Plan: Acquisitions & Preliminary Site-Specific Proposals**

RESOLVED that Cabinet agreed the recommendations as set out in the report.

73 **Update on delivery of the Cranbox scheme and procurement of modular provider and employers agent**

RESOLVED that Cabinet agreed the recommendations as set out in the report.

74 **Cranbrook Leisure - Governance and Consultant Procurement**

RESOLVED that Cabinet agreed the recommendations as set out in the report.

Attendance List

Present:

Portfolio Holders

P Arnott	Leader of the Council
S Hawkins	Portfolio Holder Finance
P Hayward	Portfolio Holder Assets and Economy
N Hookway	Portfolio Holder Culture, Leisure, Sport and Tourism
S Jackson	Portfolio Holder Communications and Democracy
D Ledger	Portfolio Holder Sustainable Homes & Communities
J Loudoun	Deputy Leader & Portfolio Holder Corporate, Council & External Engagement
T Olive	Portfolio Holder Place, Infrastructure & Strategic Planning
R Jefferies	Portfolio Holder Environment - Nature & Climate

Cabinet apologies:

G Jung	Portfolio Holder Environment - Operations
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Also present (for some or all the meeting)

Councillor Ian Barlow
Councillor Kevin Blakey
Councillor Kim Bloxham
Councillor Bethany Collins
Councillor Roy Collins
Councillor Tim Dumper
Councillor Peter Faithfull
Councillor Paula Fernley
Councillor Steve Gazzard

Also present:

Officers:

Melanie Wellman, Director of Governance (Monitoring Officer)
Amanda Coombes, Democratic Services Officer
Sharon Church, Benefits Manager
Will Dommett, District Ecologist
Mike O'Mahony, Senior Leisure Officer
Liam Reading, Assistant Director - Housing Programmes, Investment and Development
Mark Barrow, Interim Director Place
Tim Child, Assistant Director Place, Assets & Commercialisation
Simon Davey, Director of Finance
Naomi Harnett, Corporate Lead (Interim) – Major Projects & Programmes

Catrin Stark, Director of Housing and Health
Andrew Wood, Director of Place
Sarah Jennings, Devon County Ecologist
Rachel Papworth, Consultant

Chair

Date: