



## **Agenda for Cabinet**

### **Wednesday, 7th January, 2026, 6.00 pm**

#### **Members of Cabinet**

Councillors: P Arnott (Chair), S Hawkins, P Hayward, N Hookway, S Jackson, G Jung, D Ledger, J Loudoun (Vice-Chair), T Olive and R Jefferies

**Venue:** Council Chamber, Blackdown House, Honiton

**Contact:** Amanda Coombes, Democratic Services Officer;  
01395 517543 email [acoombes@eastdevon.gov.uk](mailto:acoombes@eastdevon.gov.uk)  
(or group number 01395 517546)  
Friday, 19 December 2025

East Devon District Council  
Blackdown House  
Border Road  
Heathpark Industrial Estate  
Honiton  
EX14 1EJ

DX 48808 HONITON

Tel: 01404 515616

**[www.eastdevon.gov.uk](http://www.eastdevon.gov.uk)**

This meeting is being recorded for subsequent publication on the Council's website and will be streamed live to the [East Devon District Council Youtube Channel](#)

- 1 Minutes of the previous meetings (Pages 4 - 18)  
Minutes from Cabinet held on 26 November 2025 and 3 December 2025.
- 2 Apologies
- 3 Declarations of interest  
Guidance is available online to Councillors and co-opted members on making [declarations of interest](#)
- 4 Public speaking  
Information on [public speaking is available online](#)
- 5 Matters of urgency  
Information on [matters of urgency](#) is available online  
  
There is one late report listed at item 13 - Devolution and Local Government Reorganisation.
- 6 Confidential/exempt item(s)  
To agree any items to be dealt with after the public (including the Press) have been excluded. There is one item which officers recommend should be dealt with in this way.
- 7 Minutes of Housing Review Board held on 13 November 2025 (Pages 19 - 24)
- 8 Minutes of Recycling and Waste Partnership Board held on 12 November 2025 (Pages 25 - 28)

- 9 Minutes of Poverty Working Panel held on 24 November 2025 (Pages 29 - 30)
- 10 Minutes of Arts and Culture Forum held on 26 November 2025 (Pages 31 - 63)

### **Key Matters for Decision**

- 11 Council Tax Base 2026/2027 (Pages 64 - 68)

### **Matters for Decision**

- 12 **Draft Revenue and Capital Budgets 2026/27** (Pages 69 - 127)
- 13 **Devolution and Local Government Reorganisation** (Pages 128 - 138)
- 14 **Forward Plan** (Pages 139 - 149)
- 15 **Local Government (Access to Information) Act 1985 - Exclusion of Press and Public**

**The Vice-Chair to move the following:**

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 in the agenda is likely to be disclosed and on balance the public interest is in discussing these items in private session (Part B).

### **Part B Matters for Decision**

- 16 Minutes of Housing Review Board held on 13 November 2025 (Pages 150 - 159)
- Part B recommendation to Cabinet:

#### **Minute. 84**

Sheltered Housing Support Services

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

[Decision making and equalities](#)

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## **EAST DEVON DISTRICT COUNCIL**

### **Minutes of the meeting of Cabinet held at Council Chamber, Blackdown House, Honiton on 26 November 2025**

#### **Attendance list at end of document**

The meeting started at 4.05 pm and ended at 5.20 pm

#### **102 Declarations of interest**

Min 106. Local Government Reorganisation - Full Proposal .

Councillor Mike Goodman, declared whilst not an interest, that his son was employed by KPMG but had not been involvement in the drafting of the business case and that he (Cllr Goodman) came to the matter with an open mind free from bias and predetermination.

Min 106. Local Government Reorganisation - Full Proposal .

Councillor Nick Hookway is a county councillor but confirmed that he had been granted a dispensation to enable him to fully take part and that he came to the matter with an open mind free from bias and predetermination.

Min 106. Local Government Reorganisation - Full Proposal .

Councillor Paul Hayward is a county councillor but confirmed that he had been granted a dispensation to enable him to fully take part and that he came to the matter with an open mind free from bias and predetermination.

#### **103 Public speaking**

There were no public speakers.

#### **104 Matters of urgency**

There were none.

#### **105 Confidential/exempt item(s)**

There were none.

#### **106 Local Government Reorganisation - Full Proposal**

The Acting Chair Cllr Loudoun, Deputy Leader, introduced the report reminding members of the process that had been undertaken to get to this submission and future work necessary to get the new arrangements in place for 1 April 2028. He stated the report set out the milestones and decisions that the council had made during the year, with officers having worked alongside their colleagues in six other District Councils and Torbay. They at all contributed to the development of the council's preferred 4-5-1 LGR model, otherwise known as Reimagining Devon.

The Director of Place reported that Cabinet and Council had received a series of reports over the course of the year on the topic of Local Government Reorganisation (LGR) and Devolution. These followed the publication of the English Devolution White paper in December 2024, which committed to ending the current two-tier system of District and County Councils, and the subsequent invitation from the Secretary of State to submit proposals for a single tier of government.

This report represented the culmination of the process that has been undertaken, in collaboration with the other District and Borough Councils across Devon, over the course of this year to respond to this invitation. Support was sought to submit the full proposal for the 4-5-1 model of local government reorganisation in conjunction with a proposed modification (4-5-1+) to extend the current boundary of Plymouth City Council.

The deadline for submission was the 28<sup>th</sup> November and delegation was sought to the Chief Executive in consultation with the Deputy Leader to meet this timeline and to progress work for the implementation of LGR.

The Chief Executive stated this work had been undertaken within a very short timeline but was confident in the robust, balanced and transparent submission presented. She reminded members that 8 local authorities had worked together in producing this proposal which included analysis from 8 chief executives, 8 S151 officers and 8 monitoring officers. She wished to thank Andy Wood, Director of Place for his invaluable effort and lead on behalf of the 8 authorities in getting the submission to this presentation stage.

**RESOLVED that Cabinet;**

1. Subject to Full Council endorsement, approves the submission to the Secretary of State for Housing, Communities and Local Government of the full proposal for the 4-5-1 model of local government reorganisation as set out in 'Reimagining Devon: Believe in Better' as the Council's response to the Secretary of State's invitation.
2. Approve proposing the 4-5-1 + option to the Secretary of State through a modification to extend the current boundary of Plymouth City Council to incorporate parts of four adjacent parishes in South Hams.
3. Invites Full Council to endorse the above proposals to the Secretary of State for Housing, Communities and Local Government.
4. Delegates authority to the Chief Executive in consultation with the Deputy Leader to submit the proposals to the Secretary of State for Housing, Communities and Local Government by the deadline of 28th November 2025.
5. Delegates authority to the Chief Executive in consultation with the Deputy Leader to progress work for the implementation of local government reorganisation, in collaboration with other Devon Councils in advance of a formal decision made as to the preferred option and to support associated consultation.

**REASON:**

To ensure that the Council responded to the invitation to submit proposals for a single tier of local government and continued to influence future local government reorganisation in Devon.

**Attendance List**

**Present:**

**Portfolio Holders**

P Hayward	Portfolio Holder Assets and Economy
N Hookway	Portfolio Holder Culture, Leisure, Sport and Tourism
S Jackson	Portfolio Holder Communications and Democracy
G Jung	Portfolio Holder Environment - Operations
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

**Cabinet apologies:**

P Arnott	Leader of the Council
S Hawkins	Portfolio Holder Finance
R Jefferies	Portfolio Holder Environment - Nature & Climate

**Also present (for some or all the meeting)**

Councillor Aurora Bailey  
Councillor Brian Bailey  
Councillor Ian Barlow  
Councillor Bethany Collins  
Councillor Roy Collins  
Councillor Tim Dumper  
Councillor Peter Faithfull  
Councillor Steve Gazzard  
Councillor Mike Goodman  
Councillor Marcus Hartnell  
Councillor Ben Ingham  
Councillor Fabian King  
Councillor Marianne Rixson  
Councillor Eleanor Rylance

**Also present:**

**Officers:**

Melanie Wellman, Director of Governance (Monitoring Officer)  
Amanda Coombes, Democratic Services Officer  
Simon Davey, Director of Finance  
Tracy Hendren, Chief Executive  
Catrin Stark, Director of Housing and Health  
Andrew Wood, Director of Place  
Chloe Woodman, Assistant Director - Communications, Digital Services and Engagement

Chair .....

Date: .....

## **EAST DEVON DISTRICT COUNCIL**

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

#### **Attendance list at end of document**

The meeting started at 6.05 pm and ended at 9.18 pm

#### **107 Minutes of the previous meeting**

The minutes of the previous meetings of Cabinet held on 29 October 2025 were agreed.

#### **108 Declarations of interest**

#### **109 Public speaking**

Sandra Ward spoke on the item Public Spaces Protection Orders Approval Review. She stated she lived in Kilminster and that treating people fairly must be ensured legally by EDDC so as not to breach the 2010 Equality Act. She felt this had not been used when applying the PSPO on the Kilminster Playing Fields. She said that there had been no consideration for having one area of levelled access for people with disabilities or mobility issues when walking their dogs. She was concerned that the residents vote to allow dogs off lead had not been considered. Residents could make use of the field every day. She asked for due diligence in treating people fairly when this item was considered.

Martin Huscroft spoke on the item Public Spaces Protection Orders Approval Review. He stated that Kilminster Cricket Club had been playing cricket here since 1906 and that the club was the main contributor for the running costs of the playing fields and pavilion. The playing field was used by the primary school, village residents and young people alongside the Cricket club using it for training, coaching and matches. Many villages were club members and supporters. Since the introduction of the Dogs on Leads PSPO in 2023 the incidents of dog fouling had significantly reduced, the free running of dogs was the main contributor to the dog fouling. He stated that as a club they had legal responsibilities for the health and safety of all cricketers to ensure safeguarding. Dogs on leads would not encroach on the club's activities on the field but dogs off leads could chase balls as well as players. He thanked Kilminster Parish Council and primary school for their support in this matter and EDDC's environmental health team for their recommendations to keep the current controls in place.

John Lavender, Chair of the Kilminster Playing Fields Committee spoke on the item Public Spaces Protection Orders Approval Review. He stated the Committee had governance responsibilities for the playing field. For safeguarding reasons, the committee opposed the dogs off leads proposal. He believed the new proposal failed the safeguarding test and that all protections should be applied throughout the day and not just at certain times of the day. Activities on the field can co-exist dogs walking on leads but not when off lead. He stated the Kilminster Playing Fields Committee supported these proposals for dogs being kept on leads.

Yvette Turner spoke on the item Public Spaces Protection Orders Approval Review. She represented the Kilminster Dog Walking Group and was a resident of Kilminster. She stated that PSPOs must be proportionate and avoid blanket bans. A dog on lead rule would affect many elderly and disabled residents who can access the field safely and essential for their mobility, mental health and independence. She felt the residents

compromise backed by the Kennel Club was more proportionate than the PSPO proposals.

Cllr Arnold Dare represented Kilmington Parish Council and spoke on the item Public Spaces Protection Orders Approval Review. He stated 3 parish councillors sat on the Kilmington playing Fields Committee to ensure their views were represented. Dog access on the playing field had been considered thoroughly across many council meetings. The field was used all year round by the primary school which had no green space of its own. A full public meeting was held to listen to residents' views. The majority agreed to dog walkers being allowed to use the field providing the dogs stayed on leads, to help safeguard residents, children and visitors. The Parish Council support the presented PSPO to maintain the dog on leads requirements.

110 **Matters of urgency**

There is one late item recommended by officers - agenda item 10: Minutes of the Budget Setting and Capital Allocations Panel held on 1 December 2025.

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

112 **Minutes of the Cranbrook Placemaking Group held on 6 October 2025**

Members noted the minutes and recommendations of the Cranbrook Placemaking Group held on 6 October 2025.

**Minute 30: Community Development**

To support the approach set out in the report to reestablish the Wellbeing Cranbrook programme and the creation of the Community Wellbeing & Activity Organiser and Community Connector roles.

**Minute 31: Stewardship of Suitable Alternative Natural Green Space**

1. To approve the preferred approach for the order of priority for the appointment of the 'Responsible Organisation' for adoption and future management of Suitable Alternative Natural Greenspace (SANG) in the expansion phases of Cranbrook (in line with other public green spaces and community assets), as follows:

- i. Cranbrook Town Council in the first instance (subject to Governance Review in relation to the area currently within the Whimple Parish).
- ii. The District Council (or future Unitary Authority).
- iii. An appropriate public body, charitable trust or CIC that is suitable for the management of SANG (e.g. Land Trust/English Estates), in consultation with Cranbrook Town Council.

2. To approve the following proposed selection criteria, which are set out as the Council's expected consistent approach when (in conjunction with developers) determining who should be the Responsible Organisation for each phase and in future S106 agreements.

- i. An appropriate constituted organisation in public ownership with capacity and suitability to manage SANG in perpetuity.
- ii. A suitable financial plan to ensure in perpetuity funding, which takes a cautious/low risk approach to investment.
- iii. A clear approach to public accountability to ensure that future management of the SANG can respond to community issues/concerns.



- iv. That management costs for SANG in each phase of Cranbrook are based on an approved detailed landscape plans, specification, SANG management plan and a cost schedule which sets out the areas/features being delivered within the SANG and the estimated timescale for their capital replacement (and costs thereof).
- v. Consideration of how added value will be achieved (e.g. wider public health and wellbeing, education, sustainability and biodiversity benefits).
- vi. How the organisation will contribute to achieving a consistent management of SANG within Cranbrook.
- vii. Agree to delegate authority to the New Community Manager and Green Infrastructure Project Manager to prepare a model of an outline specification and management plan which sets out the approach and requirements for SANG Management in Cranbrook.

3. Agree to delegate authority to the New Community Manager and Green Infrastructure Project Manager to prepare a model of an outline specification and management plan which sets out the approach and requirements for SANG Management in Cranbrook.

**113 Minutes of Placemaking in Exmouth Town and Seafront Group held on 20 October 2025**

Members noted the minutes of the Placemaking in Exmouth Town and Seafront Group held on 20 October 2025.

Cllr Aurora Bailey asked about the pedestrian crossing and signage coming into Exmouth. She also asked about getting a pedestrian crossing laid in the Strand opposite the Powder Monkey and requested that this be considered by the Group as she was concerned about public safety.

**114 Minutes of Overview Committee held on 30 September 2025**

Members noted the minutes and recommendations of the Overview Committee held on 30 September 2025.

**Minute 50 Public Spaces Protection Orders consultation**

- 1. That the evidence supports the ongoing need for public space protection orders in relation to the control of dogs, seashores and promenades and anti-social behaviour and consumption of intoxicating substances.
- 2. That Cabinet discharge the three Public Spaces Protection Orders from 2023 in March 2026.
- 3. That Cabinet approves three new East Devon Public Spaces Protection Orders for 2026 as attached to the report, with the exception of the PSPO for Exmouth seafront which the Overview Committee recommends should remain as it currently stands and that further consultation should be undertaken, if necessary, with a view to extending and clearly defining the areas where dogs are either permitted or prohibited.

**115 Minutes of the Budget Setting and Capital Allocations Panel held on 1 December 2025**

Members noted the minutes and recommendations of the Budget Setting and Capital Allocations Panel held on 1 December 2025.

## Minute 12 - Capital Bids considered

1. That the following bids be included in the Capital Programme:
  - a. Bridge Health and Safety Repair works £85k for 2026/27
  - b. Coastal Maintenance Works district wide £120k for 2026/27
  - c. Fluvial Maintenance district wide £90k for 2026/27
  - d. Cliff fencing relocation in Budleigh Salterton and Sidmouth £50k for 2026/27
  - e. Replacement of Play Provision at Thomas Close Play Area, Exmouth £150k for 2026/27
  - f. Muga resurfacing at Foxhill Playing Field, Axminster £50k for 2026/27
  - g. Replacement of play provision at St Malo Close Play Area, Exmouth £50k for 2026/27
  - h. Beer Outfall Relocation Works £50k for 2026/27
  - i. Resurfacing of car park at Victory Hall, Broadclyst £20k for 2026/27
  - j. Refurbishment of Play Area at Uplyme £60k for 2026/27
  - k. Camperdown Depot essential improvements £67k for 2026/27
  - l. Installation of LED screen to replace projector in Council Chamber, Blackdown House £57k for 2026/27 subject to review of the cost and alternative options for display that meets the requirement of users of the Chamber
  - m. Recycling and Waste Fleet Replacement (35 vehicles) £444k for 2026/27, £3790k for 2027/28, £1701k for 2028/29
  - n. Materials Recovery Facility (MRF) and Depot Enhancements, Unit 42 Greendale Business Park £50k for 2026/27
  - o. Ocean Remedial Cladding Works, Exmouth £55.5k for 2026/27
  - p. Stage Lift Replacement, Exmouth Pavilion £40k for 2026/27
  - q. Bell Works, Jubilee Clock Tower, Seaton £40k for 2026/27
  - r. Air Handling Unit (AHU) Replacement, Sidmouth Leisure Centre £91.5k for 2026/27
  - s. Whimble Playground refurbishment £76k for 2026/27
  - t. Demolition of Brook Road Car Park Public Piolets and creation of car parking spaces, Budleigh Salterton £32k for 2026/27
  
2. That the following proposed bids put forward for inclusion are not supported at this time:
  - a. Replacement of railings on Sidmouth Promenade £189k for 2026/27
  - b. Replacement of Steamer Steps at Budleigh Salterton £250k for 2026/27
  - c. Play Park consolidation study £20k for 2026/27
  - d. Demolition of Jarvis Close Car Park Public Toilets, and creation of car parking spaces, Exmouth £34k for 2026/27
  - e. Toilet refurbishment at Exmouth Pavilion £168.5k for 2026/27
  - f. Boiler replacement at Exmouth Leisure Centre £265k for 2026/27
  - g. Lift replacement, Exmouth Town Hall £53.5k for 2026/27
  - h. Camperdown Depot Roof replacement £92.5k for 2026/27
  - i. Tracked Access Platform £95k for 2026/27

## 116 Cranbrook Stewardship

The Green Infrastructure Project Manager presented the report which set out the proposed approach to the management of 78Ha of Suitable Alternative Natural

Greenspace (SANG) which would be delivered across the four Cranbrook expansion areas.

It was proposed that the preferred approach for the appointment of the 'Responsible Organisation' for adoption and future management of SANG in these expansion phases of Cranbrook was agreed with the Developers, in accordance with an order of priority which aligned with other public open spaces and community assets within Cranbrook. The Cranbrook Placemaking Group supported this approach.

**RESOLVED that Cabinet:**

1. Approve the preferred approach for the order of priority for the appointment of the 'Responsible Organisation' for adoption and future management of Suitable Alternative Natural Greenspace (SANG) in the expansion phases of Cranbrook (in line with other public green spaces and community assets) as follows:
  - i. The relevant Town/Parish Council in the first instance (subject to the outcome of the Governance Review in relation to the area of Cranbrook currently within adjoining Parishes),
  - ii. the District Council (or future Unitary authority),
  - iii. an appropriate public body, charitable trust or CIC that is suitable for the management of SANG (e.g. Land Trust/English Estates).
2. Approve the following proposed selection criteria, which are set out as the Council's expected and consistent approach when (in conjunction with developers) determining who should be the Responsible Organisation for each phase and in future s106 agreements:
  - i. An appropriate constituted organisation in public ownership with capacity and suitability to manage SANG in-perpetuity.
  - ii. A suitable financial plan to ensure in-perpetuity funding, which takes a cautious/low risk approach to investment.
  - iii. A clear approach to public accountability to ensure that future management of the SANG can respond to community issues/concerns.
  - iv. That management costs for SANG in each phase of Cranbrook are based on approved detailed landscape plans, specification, SANG management plan, and a cost schedule which sets out the areas/features being delivered within the SANG and the estimated timescale for their capital replacement (and costs thereof).
  - v. Consideration of how added value will be achieved (e.g. wider public health and wellbeing, education, sustainability and biodiversity benefits).
  - vi. How the organisation will contribute to achieving a consistent management of SANG within Cranbrook.
3. Delegate authority to the Assistant Director Planning Strategy and Development Management, in consultation with Cranbrook Town Council and the relevant Portfolio Holders, to prepare a model outline specification and management plan which sets out the approach and requirements for SANG Management in Cranbrook.

**REASON:**

To ensure that Council's preferred approach for the appointment of a Responsible Organisation for the management of SANG in the expansion phases at Cranbrook, was consistent (across the different phases); financially sustainable; supports wider health, wellbeing and environmental benefits; and supported an effective approach to community stewardship of both the SANG and wider community assets.

Sue Wakley-Stoyle stated that the woods were gifted to the Woodland Trust in 1991 by her late uncle Percy Wakley. She asked that the legacy of her uncle (who's ashes are buried in the woods) was maintained and care and attention was given to any excavation. She asked if a plaque could be placed in the woods to commemorate her late uncle and if this area could still be referred to by his name.

The Appropriate Assessment for the final 1137 homes at Cranbrook concluded that there was a requirement for an additional 15.2ha of Suitable Alternative Natural Greenspace (SANG) to mitigate the impact of the houses. Only 1097 homes would actually be provided, reducing the requirement to 14.4ha. Clyst Meadows Country Park would provide 10.24Ha of SANG, meeting part of this requirement, but leaving a balance of 4.16Ha which would need to be met to fully mitigate the early phases of Cranbrook.

Percy Wakley Woods was a 5.4 Ha woodland owned by the Woodland Trust, located within the Grange phase of Cranbrook. Without external support or long-term management funding, the Woodland Trust did not have the capacity to absorb the additional management required to meet visitor pressures likely to arise as neighbouring housing and SANG were delivered. The Woodland Trust had offered to lease the woods for a peppercorn rent to the Council, in order that it could be enhanced and managed as SANG and integrated with adjacent proposed SANG areas.

A series of access improvements were proposed in 2 phases. An investment and additional funding reserve would provide in-perpetuity (minimum 80 years) to meet annual maintenance costs and capital replacement costs when required. The total budget was £880,000, which could be funded through s106 agreements relating to Habitat Regulations mitigation at Cranbrook.

The Council's Countryside Team would implement enhancements and manage the woodlands until adjacent SANG areas were completed. At this stage the Council would seek to transfer the lease of and management of the woods, with funding to secure in-perpetuity management, to the Responsible Organisation who were managing the adjacent areas, to provide a consistent and efficient management approach.

**RESOLVED that Cabinet:**

1. Delegates authority to the Assistant Director – Countryside, Environment & Ecology in consultation with the Assistant Director Place Assets and Leisure, Director of Finance and Director of Governance, in consultation with the relevant Portfolio Holders, to agree and finalise the lease of Percy Wakley Woods from the Woodland Trust subject to the completion of appropriate legal documentation.
2. Notes the intention to sub-let Percy Wakley Woods to the future Responsible Organisation, to provide a continuous management regime for SANG land at the Grange, Cranbrook, and delegates authority to the Assistant Director – Countryside, Environment & Ecology, in consultation with the Assistant Director Place Assets and Leisure, Director of Finance and Director of Governance, in consultation with the relevant Portfolio Holders, to agree management arrangements, transfer of funding to ensure in-perpetuity management of the woods and finalise the sub-tenancy arrangements subject to the completion of appropriate legal documentation.
3. Approves the budget of £502,000 from allocated s106 funding to fund Phase 1 - site improvement works and creation of a £300,000 investment to fund the in-perpetuity management of the woods, with a further budget of £378,000 (for phase 2) to fund further site improvement works to connect Percy Wakley Woods to adjacent areas of SANG at

the Grange, Cranbrook as they are delivered on site and provide additional funding to support in-perpetuity management of the woods.

4. Delegates authority to the Assistant Director – Countryside, Environment & Ecology, in consultation with the relevant Portfolio Holders, to enter into appropriate contracts to deliver site improvement works within the agreed budget in accordance with the Council's contract standing orders and financial regulations.
5. Delegates authority to the Assistant Director – Countryside, Environment & Ecology, in consultation with Director of Finance, Director of Governance, and the Assistant Director Planning Strategy & Development Management, in consultation with the relevant Portfolio Holders, to finalise the arrangements for the SANG, including site enhancements, operational management arrangements and creation of an investment for the in - perpetuity management of the site.

**REASON:**

Delivery of Suitable Alternative Natural Greenspace (SANG) at Percy Wakley Woods was necessary to ensure the Council met statutory requirements when permitting housing through the Local Plan; this included addressing the current SANG deficit for Cranbrook to secure compliance with the Habitat Regulations and s106 agreements.

**118 In Perpetuity Funding for Management of Clyst Meadows SANG**

Cabinet received an update on the management funding for Clyst Meadows Countryside Park (10Ha Suitable Alternative Natural Greenspace (SANG)), at Station Road, Broadclyst which sat within the wider Clyst Valley Regional Park. Estimated costs for future SANG delivery to mitigate the impact of residential allocations in the emerging Local Plan were provided. The delivery of Clyst Meadows would ensure that the planning authority was able to meet its statutory duty to preserve the integrity of nearby internationally designated habitat sites.

The total budget for delivery of the site works at Clyst Meadows was £1.63M (excluding land purchase and management costs). This was funded through CIL contributions, s106 agreements and £200k from the capital programme. A further £200k of UK SPF funding was also allocated for delivery of the shared cycle path.

Advice from an Independent Financial Advisor and CCLA Investment Management indicated that an appropriate low-risk investment to secure in-perpetuity funding would be £1.1M (to be funded from CIL).

**RESOLVED that Cabinet:**

1. Approves the creation of an investment fund of £1.1m, funded from CIL, to secure the in-perpetuity funding for the management of Clyst Meadows.
2. Delegates authority to the Assistant Director Planning Strategy and Development Management, Finance Director, Place Director and Director Governance, in consultation with the relevant Portfolio Holders, to set up and arrange for the management of this fund.

**REASON:**

The Council as the competent authority, had a legal responsibility to ensure that SANG was provided and managed in-perpetuity as part of the Mitigation Strategy for the SE Devon Internationally Protected Habitats. The delivery and in-perpetuity management of Clyst Meadows SANG was one of the mitigation measures identified through the Habitat Regulations Assessment process, ensuring the Council met its legislative requirements when permitting housing development through the Local Plan.

## 119 **Exmouth Beach Management Plan Update**

The existing Exmouth Beach Management Plan (BMP) was produced in 2015 and set out how the Exmouth coastal defences were to be monitored and maintained in line with the long-term strategic approach. Since 2015 there had been several developments including updates to sea level rise and climate change guidance, and seawall failures at Exmouth. As a result, the BMP needed to be reviewed and updated.

A key focus of the BMP update was to critically review and re-appraise the long-term strategic approach to sustainably managing the present and future risks of coastal flooding and erosion over the next 100 years, to secure the long-term future of Exmouth seafront for future generations to enjoy in the way that many people do so today. Three leading options for the future management of coastal flood and erosion risk along the Exmouth BMP had been identified. Alongside that ongoing monitoring and maintenance activity, the BMP update also set out the forward programme and actions for EDDC to progress the leading.

Cabinet thanked Alan Frampton for his work in reviewing and updating this Plan.

### **RESOLVED that Cabinet:**

- 1) adopt the Exmouth BMP Update and support the leading options set-out in the adaptive pathway approach as the basis for managing the Exmouth BMP frontage in the short, medium and long-term.
- 2) That Cabinet support recommending that progressing this project, including preparatory work by South West Flood & Coastal, is promoted as a priority for the successor authority following Local Government Reorganisation to commence in 2028/29.
- 3) In the meantime, Cabinet support South West Flood & Coastal in progressing preparatory studies below £100k, utilising the remaining budget previously approved by Cabinet for development of the BMP on 2 October 2024 of £140k rather than returning the underspend to the general pot as proposed in that previous paper.

### **REASON:**

Adopting the updated BMP and strategic approach it set out would enable preparatory work to commence in the coming years by South West Flood & Coastal. With aim of commencing work to develop a business case for the local or national options from 2028/29 in order to provide long-term sustainable management of coastal flood and erosion risk to Exmouth.

## 120 **Leisure Strategy - Addendum**

The Council's Leisure Strategy (2021 - 2031) was approved in October 2022 and contained a recommendation for the facility mix for the leisure centre in Cranbrook. Given the scale of the project at Cranbrook, this had now been updated with an addendum to reflect the latest population and leisure industry guidelines. The Leisure Delivery Forum on 16th September 2025 received the Leisure Addendum and asked Cabinet to recommend to Full Council, to endorse this update to the Leisure Strategy (2021 - 2031).

### **RECOMMENDED to Council:**

That the Addendum to the Leisure Strategy be endorsed.

**REASON:**

The Leisure Strategy's purpose was to help the Council make informed strategic decisions on its leisure facilities. The addendum ensured that the Leisure Strategy reflected the latest population and leisure industry guidelines and informed the Cranbrook and Marcombe projects.

## 121 **East Devon Public Spaces Protection Orders Approval Review**

The Assistant Director – Environmental Health introduced the report and provided a presentation which highlighted key points. The Council currently has three PSPOs in place covering dog control, seashores and promenades, and anti-social behaviour dating back to 2023. The Council had carried out a review of these PSPOs to ensure that the three-year review period was met and to assess if the controls were still required and if so whether they needed to be amended. This included public consultation. It was recommended that the evidence supported the ongoing use of PSPOs but changes to existing controls required three new orders. These PSPOs were subject to enforcement which could be handled by Dog Wardens, Enforcement Officers and the Police.

During discussion the following points were made:

- The need for clarification to some of the wording in the EIA
- That disabled people were exempt from the dog control and seashores and promenades orders.

The Portfolio Holder Environment – Operations wished to thank Matt Blythe and his team for their hard efforts in producing this challenging review being proposed.

**RESOLVED that Cabinet:**

1. Agree the evidence supports the ongoing need for public space protection orders in relation to the control of dogs, seashores and promenades and anti-social behaviour and consumption of intoxicating substances.
2. Discharge the three Public Spaces Protection Orders from 2023.
3. Approves three new East Devon Public Spaces Protection Orders for 2026.
4. Approve to change the length of a short lead to up to 2 metres when dog walking on a pavement.

**REASON:**

To ensure that suitable Public Space Protection Orders were in place.

## 122 **Response to the Woodbury Parish Neighbourhood Plan Submission**

Woodbury Parish Council (as 'Qualifying Body') had formally submitted their proposed Neighbourhood Plan for the parish of Woodbury to the District Council (as Local Planning Authority). The purpose of the report was to formally agree the response by the Council to the submission. The Neighbourhood Planning (General) Regulations 2012 (Regulation 16) required the Council to formally consult on the Plan for a minimum of 6 weeks.

The Portfolio Holder Environment – Operations thanked Ed Freeman and his team for working with Woodbury Neighbourhood Plan team in getting to this submission stage.

**RESOLVED that Cabinet:**

- (1) Note the formal submission of this first neighbourhood plan for the parish of Woodbury and congratulate the producers of the plan on reaching this milestone.

- (2) Agree that the proposed representation set out at paragraph 1.22 and Annex 1 in the report is made in response to the consultation.

**REASON:**

To ensure that the view of the District Council was formally recorded and informs the consideration of the Neighbourhood Plan by the independent Examiner.

**123 Mutters Moor, Sidmouth - New Managed Car Park**

The Portfolio Holder Finance introduced this report which proposed that EDDC support the Pebblebed Heaths Conservation Trust in introducing car parking charges at a currently free site on the outskirts of Sidmouth. If agreed, this would be the second site that EDDC managed on behalf of this landowner.

**RESOLVED that Cabinet:**

- (1) Approves the addition of Mutters Moor Car Park to the EDDC Off-Street Civil Enforcement Parking Order 2008 which will allow for car parking charges to be introduced and for EDDC to manage the site on behalf of the landowner.
- (2) That an identical model of commercial terms to those already in effect at Otter Estuary Nature Reserve is agreed for EDDC's ongoing management of the new car park. This will see EDDC receive a 20% share of all income for the site, with the landowner covering all administrative and setup costs associated with the creation and management of the site.

**REASON:**

EDDC already managed Otter Estuary Nature Reserve Car Park in Budleigh Salterton on behalf of the Pebblebed Heaths Conservation Trust, and the landowner had asked if the Council could support them in introducing a similar charging scheme at Mutters Moor, Sidmouth. The basis for introducing charging at the site was to support the Trust in achieving its charitable aims and ensure the long-term viability of the site. By supporting the landowner, the Council further improved its working relationship and could manage and enforce the site as it did with other sites. This ensured a fair and transparent enforcement regime for motorists, which would not have any control over if the landowner opted for a private enforcement company to manage the site. EDDC would receive a 20% share of all income from the site, this was calculated once the agreed administrative fees had been paid by the landowner.

**124 Wellbeing Cranbrook**

The report stated that the Cranbrook Placemaking Group had considered two reports on how best to reinvigorate the Wellbeing Cranbrook programme. This report followed up on the recommendations from the Group to Cabinet regarding the funding and hosting of key roles. The potential to develop a civic collaboration agreement was also put forward to develop a framework to support the social development of Cranbrook over the longer term.

**RESOLVED that Cabinet;**

1. Supports re-establishing the Wellbeing Cranbrook programme.
2. Supports the creation of the Community Wellbeing & Activity Organiser and Community Connector roles and for these to be hosted by Cranbrook Town Council and funded through a combination of utilising the earmarked reserve and the balance of the Move More Cranbrook budget.



3. Supports exploring the development of a civic agreement with key partners to provide a framework to support ongoing community development

**REASON:**

To help to reactivate the Wellbeing Cranbrook programme to ensure that the benefits of being within the Sport England Place Partnership programme were realised including the promotion of physical activity. To ensure that strong social foundations were established for the Cranbrook new community alongside its ongoing physical development.

125 **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 page 7 Cabinet 29 October 2025 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).

126 **Bridge and Structure Inspections 2025**

The amended recommendation was agreed.

**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
G Jung	Portfolio Holder Environment - Operations
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

**Cabinet apologies:**

R Jefferies	Portfolio Holder Environment - Nature & Climate
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**Also present (for some or all the meeting)**

Councillor Aurora Bailey  
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 Steve Gazzard  
Councillor Sophie Richards

**Also present:**

**Officers:**

Melanie Wellman, Director of Governance (Monitoring Officer)  
Amanda Coombes, Democratic Services Officer  
Tom Buxton-Smith, Engineering Projects Manager  
Richard Easthope, Parking Services Manager  
Mike O'Mahony, Senior Leisure Officer  
Paul Osborne, Green Infrastructure Project Officer  
Scott Cumming, Project Civil Engineer  
Thea Billeter, Cranbrook New Community Manager  
Matthew Blythe, Assistant Director Environmental Health  
Tim Child, Assistant Director Place, Assets & Leisure  
Simon Davey, Director of Finance  
Alan Frampton  
Ed Freeman, Assistant Director Planning Strategy and Development Services  
Tracy Hendren, Chief Executive  
Charles Plowden, Assistant Director Countryside and Leisure

Chair .....

Date: .....

## **EAST DEVON DISTRICT COUNCIL**

### **Minutes of the meeting of Housing Review Board held at Council Chamber, Blackdown House, Honiton, EX14 1EJ on 13 November 2025**

#### **Attendance list at end of document**

The meeting started at 10.00 am and ended at 12.35 pm

#### **70 Minutes of the previous meeting**

The minutes of the meeting held on 31 July 2025 were agreed.

#### **71 Declarations of interest**

#### **72 Public speaking**

There were no members of the public registered to speak.

#### **73 Matters of urgency**

There were none.

#### **74 Confidential/exempt item(s)**

There was one confidential/exempt item.

#### **75 Housing Review Board forward plan**

The Assistant Director – Housing Regulated Services presented the forward plan and advised members that the forward plan acted as a reminder of agenda items to come forward to future meetings.

The Board noted that the forward plan had been derived from previous meetings and requests, as well as the housing service plan. Service Managers were currently reviewing realistic time frames against each topic.

Members were reminded that they could add further reports and topics for discussion to the next forward plan by either informing the Assistant Director or the Democratic Services Officer.

#### **RESOLVED:**

To note the Housing Review Board forward plan.

#### **76 Staffing and recruitment update**

The Assistant Director – Housing (Regulated Services)'s report provided the Board with key staffing updates on the housing service. It was suggested that now that recruitment to the key and strategic management roles within the service were completed, the original requirements for the staffing and recruitment update report were fulfilled and the report was no longer required. All day-to-day operational and business as usual with recruitment and staffing performance would continue to go forward to the Personnel Committee.

**RESOLVED:**

1. that the Housing Review Board note the contents of the report.
2. that the Housing Review Board agree that the regular staffing and recruitment report is not longer required following the completion of recruitment to the key management roles across the Housing Service.

**77 Finance report**

The Finance Manager's report provided the Board with a summary of the Housing Revenue Account (HRA) financial position for quarter 2 2025/26. The figures indicated that the HRA was trending materially in line with the budget profile up to this point in the financial year, and that there was therefore no material revenue items to bring to the attention of members. Housing capital spend was slowly increasing as the procurement of contracts and assessment of required major works got underway, but it was likely to remain under budget, with reduced borrowing requirements.

**RECOMMENDATION TO CABINET:**

That the Housing Review Board recommend that Cabinet note the year-to-date Housing Revenue Account position to quarter 2 2025/26.

**78 Performance report for Quarter 2 2025/26 - Tenancy Services**

The Housing Review Board were presented with key performance indicators (KPIs) for quarter 2 of 2025/26 for tenancy services. The Tenancy Services Manager (Regulated Services) gave a presentation which summarised performance actions being taken to improve performance in rentals, estate management and sheltered housing functions within tenancy services.

The Board highlighted the need to understand implications around rent recover, rent arrears and bad debt and requested that a report be presented to the next Board meeting and includes a workshop session with the Board.

**RESOLVED:**

That the Housing Performance Report – Tenancy Services Quarter 2 (2025/2026) is noted.

**79 Performance report for Quarter 2 2025/26 - Property and Assets**

The Housing Review Board were presented with key performance indicators (KPIs) for quarter 2 of 2025/26 for property and assets. The Corporate Lead for Property and Assets gave a presentation which summarised performance actions being taken to improve performance in repairs, compliance and planned works functions within property and assets.

The Board noted that regular performance reporting to the Board ensured oversight was maintained and enabled timely scrutiny and challenge, as expected under the regulatory framework of the Regulator of Social Housing's Consumer Standards.

Quarter 2 performance headlines were:

- Tenant Satisfaction Measure (TSM) for repairs performance had improved by an average of 15% compared to the same period last year. An action plan had been developed to further improve in areas relating to Property and Assets' service to customers.
- Awaab's Law – a programme of works was currently being delivered in preparation for the implementation of Awaab's Law.
- Compliance – there was one outstanding gas safety check at Millwey Community Centre and due to the property being structurally unsafe and closed to the public the gas supply was due to be capped on 17 October, whilst further options for the centre were investigated.
- Lifts – whilst all lifts were compliant coastal conditions were causing frequent breakdowns, an advanced maintenance trial was underway to remedy this situation.

**RESOLVED:**

That the Housing Performance Report – Property & Assets for Quarter 2 (2025/2026) is noted.

80 **Housing Complaints Performance Report - Quarter 2 2025/26**

The Housing Performance Lead's report provided the Board with details on housing related complaints performance, and details of the ongoing complaints improvement action plan.

The Board noted that there had been a continued trend of improvement in response times throughout the year, with the average number of days for stage 1 complaints at (target of 10), and stage 2 complaints at 20 days (target of 20 days). The approach to complaint handling was continuously being reviewed. There had been various procedural and resourcing changes to support improvement, which included weekly complaints meetings, the introduction of a Housing Performance Lead and the increase of resource in the Property and Assets team, which supported in investigating and responding to repairs related complaints in a timely way.

The Housing Performance Lead reported that 69.9% of complaints received at the end of quarter 2 related to the responsive repairs and voids service. Of these, the most prevalent cited reason was related to the failure to book works in. 14.8% of complaints related to the estate management department, 13 of these complaints related to Anti-Social Behaviour.

An operational action plan for the continued improvement of complaints handling and performance was created in the last quarter of 2024/25 – 'the Housing Service Action Plan for Improving Complaints Response and Process' – and included with the agenda papers. It was a working operational document that would continue to be expanded upon and tracked by the Housing Performance Lead and the Assistant Director for Housing (Regulatory Services).

**RESOLVED:** that the Housing Review Board note the content of the report.

81 **Domestic Abuse Policy**

The Housing Review Board considered a report which presented an updated Domestic Abuse Policy 2024-27 for East Devon District Council's Housing Service. The policy outlined the Council's commitment to supporting survivors of domestic abuse, including tenants, leaseholders and members of the public accessing housing services.

The Board noted that the policy applied to all Council staff, contractors and agents and ensured compliance with the Domestic Abuse Act 2021. The policy reflected current legislation, best practice standards, and incorporated trauma-informed approaches to ensure safety, inclusivity, and effective support. The policy strengthened the Council's approach to safeguarding, early intervention and partnership working.

The policy would be reviewed every three years or in response to changes in legislation or service needs. Staff would receive appropriate training, and feedback from survivors would be actively sought to inform service improvements. Case reviews would be conducted regularly to ensure learning and accountability.

**RESOLVED:**

1. that the Board approves the updated Domestic Abuse Policy 2024-27.
2. that Board endorses the launch of the Detect and Protect service to enable tenant safety.
3. that Board supports the introduction of trained generic housing officers to provide specialists support.

82 **Electrical Policy**

The Corporate Lead for Property and Assets report presented the updated Electrical Safety Policy for housing, which outlined East Devon District Council's approach to ensuring electrical safety across its housing stock.

The Board noted that the policy had been revised in response to changes to the Electrical Safety Standards in Private Rented Sector Regulation, announced by the Government in June 2025. The changes, and associated challenge for the service included the requirement for Electrical Installation Condition Reports (EICRs) completed for all electrical installations every five years, to tenants receiving copies of EICRs within 28 days of the inspection being completed.

The Board acknowledged that changes to the updated policy were not anticipated to have a significant impact on services to tenants as the existing delivery had been aligned with best practice.

**RECOMMENDATION TO CABINET:**

1. that Cabinet approve the proposed Electrical Safety Policy.
2. that delegated authority is given to the Assistant Director for Housing (Regulatory Services) to make minor changes to the policy.

83 **Exclusion of the Press and Public**

**RESOLVED:** 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 in the agenda is likely to be disclosed and on balance the public interest is in discussing these items in private session (Part B).

84 **Sheltered Housing Support Services**

The Board received a report regarding sheltered housing charges, as set out in the exempt report.

The Board were advised that any members who were in sheltered housing and paying for services should declare a DPI and leave the meeting.

The Board recognised the implications on tenants from the increased charges and noted that external legal advice was being sought in regard to the introduction of these charges. The Board supported the increases subject to the legal advice and agreed to delegate authority to the Director for Housing & Health in consultation with the Portfolio Holder for Sustainable Homes and Communities to introduce the charges from 1 April 2026.

**RECOMMENDED:**

That delegated authority is given to the Director for Housing & Health, in consultation with the Portfolio Holder for Sustainable Homes and Communities, subject to external legal advice, to introduce the charges to sheltered housing tenants, as set out in the exempt report from 1 April 2026.

**Attendance List**

**Board members present:**

Wang Tian, Independent Community Representative  
Rosemary Dale, Tenant  
Rachel Browne, Tenant  
Councillor Aurora Bailey  
Councillor Christopher Burhop  
Councillor Sarah Chamberlain (Chair)  
Councillor Simon Smith (Vice-Chair)  
Sara Clarke, Independent Community Representative  
Rob Robinson, Tenants  
Councillor Tim Dumper  
Councillor Helen Parr  
Sid Forde, Tenant

**Councillors also present (for some or all the meeting)**

**Officers in attendance:**

Tracy Hendren, Chief Executive  
Darren Hicks, Tenancy Services Manager (Regulated Services)  
Andrew King, Assistant Director for Housing (Regulated Services)  
Tim Laurence-Othen, Housing Projects Officer  
Rebecca Meakin, Communities Team Leader  
Nathan Muggeridge, Corporate Lead for Housing Property and Assets  
Liam Reading, Assistant Director - Housing Programmes, Investment and Development  
Giles Salter, Solicitor  
Catrin Stark, Director of Housing and Health  
John Symes, Finance Manager  
Tanya Traylen, Housing Performance Lead

**Councillor apologies:**

Councillor Melanie Martin  
Councillor Kim Bloxham

Chairman .....

Date: .....



**EAST DEVON DISTRICT COUNCIL****Minutes of the meeting of Recycling and Waste Partnership Board held at Online via Teams on 12 November 2025****Attendance list at end of document**

The meeting started at 2.00 pm and ended at 2.59 pm

**44 Minutes of the previous meeting**

The minutes of the meeting held on 30 July 2025 were agreed as a true record.

**45 Declarations of interest**

There were no declarations of interest.

**46 Matters arising**

There were no matters arising.

**47 Joint operations and contract report**

The Recycling and Waste Service Manager and the SUEZ Contract Manager gave the Board a joint contract and operational update for the second quarter of 2025-26. The contract continued to perform very well over the summer, with crews consistently completing their daily rounds within contractual working hours. As a result, overtime levels remained low, delivering valuable cost savings for EDDC and helping to maintain positive staff morale.

Service performance remained strong, with missed collections and complaints both well within agreed thresholds for the second consecutive quarter. Operationally container delivery requests and assisted missed collections peaked in June and July before returning to normal levels by the end of the quarter. Sickness levels had increased monthly but had been well managed with no impact on collection rounds.

It was reported that James Gatter, Contract Manager had moved elsewhere in SUEZ and was no longer working directly on the contract. Nigel Hinton, Assistant Contract Manager was providing day-to-day support with Matt Canning providing overall contract oversight. Within the EDDC Recycling Team there had also been a departure, resulting in the team working at 50% capacity. The recruitment process was being actively progressed to restore some of the team capacity.

The Board considered material prices, sales revenue and waste flow. It was noted that the recycling rate in quarter one was 61% and in quarter two it was 59.6% (figure not yet validated). There had been a breakdown in the material recycling facility (MRF) during August which resulted in mixed plastics/metals being sent to Avonmouth for processing. This affected income levels. The Environment Agency sampling was running smoothly with recently updated sampling equipment.

The Suez Contract Director, Matt Canning, provided an update on health and safety figures across the period. The number of Safety in Mind conversations had reduced during the summer which was to be expected, however, quality was more important than

quantity of conversations. Sickness rates had risen slightly but were expected to reduce during the next period.

Discussion and responses to questions included the following points:

- Maintaining good staff morale was important during the uncertainty created by local Government reorganisation [LGR];
- Performance thresholds were set at the start of the contract and did not take account of the increase in households, the only exception being the rates for missed collections which were formula based and did take account of the number of households;
- Moving forwards, it was crucial to maintain good rates for materials as this could have a big impact on the budget;
- It would be helpful to have previous years' figures for comparison of rates for materials going forwards;
- Shipping materials to Avonmouth, on occasions when the Greendale plant breaks down, is costly to the Council. An annual capital bid is submitted to support the running of the plant;
- Separation of materials could be improved, particularly following events such as Ottery Tar Barrels which produced a lot of aluminium waste (Streetscene related).

The report was noted.

#### 48 **Performance framework**

The Board noted the performance report which showed performance across the contract. It highlighted eight parts of the contract that officers focused on and allowed officers to look for areas of improvement and put plans in place if necessary. The Recycling and Waste Service Manager highlighted the overall good performance and reported that the contract had never invoked a penalty.

The Chair noted that a neighbour had been complimentary about the service.

It was noted that the partnership working clause in the contract takes precedence over the option for financial penalties.

The report was noted.

#### 49 **Green waste accounts**

The Recycling and Waste Service Manager presented the green waste accounts for quarter 2, 2025-26 to the Board and thanked the accountant for producing them.

It was noted that the service was doing well and the predicted accrual income position for the year was £505,000.

The Recycling and Waste Service Manager agreed to ask the accountant for a detailed breakdown and explanation of the figures, and it was agreed to invite the accountant to attend the next meeting and explain the accruals and forecasting process.

It was also agreed to provide details of the cancellation rates and budgeted figures for comparison going forwards.

It was noted that it was important to celebrate success stories and to feedback positive aspects to ELT, Councillors, residents and the LATCo shareholder committee.

There was discussion regarding the information hangers which would be distributed before Christmas and noted that these would include details of how to recycle batteries.

The report was noted.

## 50 **Simpler Recycling**

The Recycling and Waste Service Manager updated the Board regarding Simpler Recycling. Green waste narrow access was the largest project and the new vehicle was on order with anticipated delivery in approximately a month. A new web-based interest form for residents would be launched shortly, together with appropriately directed communications. It was hoped to launch the service itself in February.

The Chair thanked everyone for attending.

## 51 **Additional discussion points**

The Assistant Director Streetscene suggested that future agendas should include an item on demobilisation moving towards the end of the contract in order to monitor the impact to ensure that service performance is not negatively impacted.

The Chair asked Matthew Canning to pass on the Board's thanks to James Gatter for his work.

Regarding the recent trial of recycling nappies, the Recycling and Waste Operations and Projects Officer advised that a funding proposal for submission to Devon County Council was in course of preparation. Use of re-usable nappies should also be encouraged. Participants in the trial had been kept informed at the end of the trial period.

### **Attendance List**

#### **Board Members:**

#### **Councillors present:**

P Fernley

G Jung (Chair)

M Rixson

M Goodman

#### **Officers present:**

Mark Barrow, Interim Director Place

A Hancock, Assistant Director StreetScene

L Hodges, Recycling & Waste - Service Manager

**Suez present:**

M Canning

**Councillors also present (for some or all the meeting)**

I Barlow

R Collins

P Faithfull

J Loudoun

E Rylance

**Officers in attendance:**

Sarah Jenkins, Democratic Services Officer

Steve Maclure, Recycling & Waste - Operations and Projects Officer

**Board Member apologies:**

John Wrigley

Vincent Masseri

Councillor Richard Jefferies

Chair .....

Date: .....

## **EAST DEVON DISTRICT COUNCIL**

### **Minutes of the meeting of Poverty Working Panel held at Online via MS Teams app on 24 November 2025**

#### **Attendance list at end of document**

The meeting started at 10.00 am and ended at 10.45 am

#### **1 Minutes of the previous meeting**

The minutes of the previous meeting were noted as a true and accurate record.

#### **2 Declarations of interest**

Cllr M Goodman: Minute 6; Affects Non-Registerable Interest: He will be applying for a grant for the Sidmouth Christmas Appeal.

#### **3 Public speaking**

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

#### **4 Update on Anti-Poverty Financial Resilience outcomes for 2024/25 (to include details on pension credit take up figures, case studies, funding deployed, etc.) - presentation**

The Benefits and Financial Resilience Manager presented an update on the work of the Financial Resilience Team for 2024/25. The presentation included:

- Details on the funding administered for the Household Support Fund 5 and 6;
- The Financial Resilience Team outcomes including case studies and details of the work the team have been doing in the community;
- Outcomes of the Pension Credit take up campaign carried out last winter in response to the removal of the Winter Fuel Allowance for those not on Pension Credit; and
- An update on administration of the Household Support Fund 7.

Discussion and clarification included the following points:

- The Financial Resilience Team comprises three full time members of staff. It is hoped to recruit to a fourth post by the new year to add management support; this post will cover a wider remit including community grants.
- The work of the Financial Resilience Team is steady but cases are more complex and the team's outreach work can lead to an increase in referrals.

#### **5 Briefing on HSF 7 & Crisis Resilience Fund- verbal update**

The Benefits and Financial Resilience Manager presented this item which was a briefing on the new Crisis Resilience Fund due to replace the Household Support Fund and discretionary housing payments from April 2026.

The update was noted.

#### **6 Community Grant Scheme - verbal update**

The Benefits and Financial Resilience Manager provided a verbal update on the Community Grant Scheme.

Discussion and clarification included the following points:

- The total funding is £204k with £102k available for the current financial year and then £102k for 2026-27.
- Applications will be considered by the Community Grant Panel with decisions expected in February or March 2026.
- Voluntary organisations without their own constitutions can apply if they have a host organisation and/or are working with Devon Communities Together.

**Attendance List**

**Councillors present:**

V Bonetta  
M Goodman  
M Rixson (Chair)  
S Smith

**Councillors also present (for some or all the meeting)**

I Barlow

**Officers in attendance:**

Sharon Church, Benefits Manager  
Sarah James, Democratic Services Officer  
Libby Jarrett, Assistant Director Revenues, Benefits, Corporate Customer Access, Fraud & Compliance  
Andrew Mitchell, Housing Solutions Service Manager

**Councillor apologies:**

P Arnott  
D Ledger

Chair: .....

Date: .....

**Recommendations for Cabinet that will resolve in an action being taken:**

**Arts and Culture Forum 26 November 2025**

**Minute 8 East Devon Cultural Strategy progress and budget request**

**RECOMMENDED** by the Arts and Culture Forum:

that Cabinet approve the request of an internal budget of £37,500 to continue the successful delivery of the Cultural Strategy in 2026/27 as part of the budget-setting process.

**Minute 9 Thelma Hulbert Gallery update**

**RECOMMENDED** by the Arts and Culture Forum:

that Cabinet note and support a funding bid to the Arts Council to support the Thelma Hulbert Gallery to:

- Enrich the Exhibition Programme by delivering an ambitious engagement programme that benefits the wider East Devon community — including local schools and our expanding Youth Network.
- Develop the Youth Network into a region-wide platform that extends beyond the gallery, engaging young people who may not otherwise have access to creative opportunities — such as those with school-related anxiety and young people leaving care.
- Reframe opportunities for young people by introducing live projects and creative briefs designed to build skills, confidence, and pathways into the creative industries.
- Expand internship opportunities through partnerships with Exeter College and support for care leavers.
- Continue to focus on the climate emergency by developing Climate Conversations into a Climate Symposium – a day to carve out space and time to inspire creatives to protect and enhance the natural environment through their creative practice, share expertise and network in a participatory, supportive and solutions focused event of interactive workshops and talks.

# **EAST DEVON DISTRICT COUNCIL**

## **Minutes of the meeting of Arts and Culture Forum held at Online on 26 November 2025**

### **Attendance list at end of document**

The meeting started at 10.05 am and ended at 12.30 pm

### **1 Public speaking**

There were no members of the public registered to speak.

### **2 Minutes of the previous meeting**

The minutes of the meeting held on 16 April 2025 were agreed.

### **3 Declarations of interest**

4 & 6. Declarations of interest.

Councillor Ian Barlow, Affects Non-registerable Interest, He was a Director of Sidmouth School of Arts, which had received Arts Council England funding.

4. Declarations of interest.

Councillor Nick Hookway, Affects Non-registerable Interest, He was a Devon County Councillor and an Exmouth Town Councillor.

4 & 6. Declarations of interest.

Councillor Olly Davey, Affects Non-registerable Interest, He was an Exmouth Town Councillor and the town council had received Arts Council England funding.

4. Declarations of interest.

Councillor Sarah Jackson, Affects Non-registerable Interest, Her employer ran an arts and culture venue.

4. Declarations of interest.

Councillor Vicky Johns, Affects Non-registerable Interest, She worked for the South West Academy of Fine and Applied Arts, and was the Mayor of Ottery Saint Mary.

### **4 Arts Council England presentation**

The Chair welcomed Simon Jutton, Senior Relationship Manager, Arts Council England to the meeting. He explained that Arts Council England was the national development agency for creativity and culture. It was an arm's-length body accountable to the Department for Digital, Culture, Media and Sport (DCMS) and was the distributor of National Lottery funds. It had nine offices, with its headquarters in Manchester and the South West Office in Bristol. The total income for 2024/25 was £843 million, which was split between Grant In Aid (£580 million) and Lottery receipts (£263 million).

Application decisions were based on the Arts Council ten-year strategy, 'Let's Create:

- The vision was that by 2030 England would be a place where everyone had the chance to unlock their own creativity, and have access to a wide range of high quality cultural experiences.
- It was built around three outcomes:



- Creative People.
- Cultural Communities.
- A Creative and Cultural Country.
- It was also built around four investment principles:
  - Ambition and quality.
  - Inclusion and relevance.
  - Dynamism.
  - Environmental responsibility.

Simon explained that the outcomes were about everyday creativity; how culture connected and operated within communities and in partnership with the professional sector, including internationally.

Arts Council work involved advocacy, investment and development.

During 2024/25 Arts Council England (ACE) invested £74 million in arts culture in southwest England:

- National Portfolio Organisations – about £36.6 million.
- Arts Council National Lottery Project Grants – about £12.4 million a year.
- Music Education Hubs – about £12.9 million.
- Strategic Funds - £11 million in 2024/25, but could vary enormously.

Development wise ACE offered expertise, advice and strategic interventions. The South West team held 22 artform and thematic specialisms, from dance to philanthropy, from international work to creative health. To support development in the cultural sector ACE offered a range of funding pots.

In terms of advocacy ACE offered:

- Intrinsic value.
- Economy.
- Health.
- Education.

Simon was thanked for his presentation and answered questions on the ACE application process, future funding for local authorities and support given by ACE to other councils that had gone through Local Government Reorganisation and Devolution in relation to culture.

## 5 **Villages in Action presentation**

The Forum received a presentation from Mair George, Creative Director, Villages in Action detailing the work of Villages in Action (VIA) and how this related to the East Devon Cultural Strategy. The presentation outlined the success of VIA and the performances that were taking place in East Devon.

Since the last meeting of the Arts and Culture Forum Villages in Action had been successful in securing its fourth consecutive Arts Council England National Lottery project grant to continue to develop the Agri Culture network and activities across rural Devon. Agri Culture started on 1 October 2025 and was a multi-faceted project focussing on four main areas:

- Live performances.
- Active participation workshops and sessions.
- Organisational development.
- Local artist and creative practitioner support.

East Devon was a key area for Villages in Action and with the uplift received from EDDC an East Devon Connector had been recruited. VIA were focussing on connectivity, working collectively and collaboratively, sharing best practice and exploring the potential for joint funding bids over the next six months.

As part of the present performance programme VIA had supported local artists at various stages of their career development and at different stages of their performance development. Various examples were given to the Forum. Feedback from audiences was that people appreciated the work of VIA, rural communities recognised the uniqueness of VIA and enjoyed the intimacy and connection that its activity cultivated.

A network connector event was held in East Devon in October with 13 potential community curators and partners, along with local creative. They represented a diverse mix of spaces and perspectives. It was an opportunity to discover what people wanted for their communities and to find out what motivated the people 'that do' in those communities. A consistent thread was community, well-being and inclusion, as well as affordability. VIA's bespoke model was adapted for differing communities and venues.

Following the presentation, questions were asked about the income from ticket sales, how artists and venues were found, and how connections were made.

On behalf of the Forum the Chair thanked the VIA Creative Director for her presentation.

## **6 Museums Development South West presentation**

Jo Cairns, Museum Development Officer for Museum Development South West (MDSW) gave the Forum some background to MDSW. They were a team of museum and heritage development specialists working with the museum and heritage sector in the South West to effect positive, lasting change and deliver public value. MDSW received 53% of its funding from Arts Council England.

£360,000 was invested annually into nine Museum Development Officers (MDOs). 47% of this investment was secured from 18 local authorities across the South West. Local place-based MDOs were essential for the delivery of effective sector development providing:

- Responsive 1-2-1 development support.
- Facilitated access to specialist technical support.
- Understanding the role museums play within local communities.
- Trusted relationships – providing continuity.
- Connect, network and collaborate.
- Vital and informed advocates.

MDSW worked in partnership with EDDC with funding provided through the Shared Prosperity Fund. There were six accredited museums receiving support (A La Ronde, Allhallows Museum, Axminster Heritage Centre, Sidmouth Museum, Fairlynch Museum and Arts Centre, Killerton House) and there were four others not yet accredited, but still receiving support due to funding from EDDC (Axe Valley Heritage Museum, Exmouth Museum, Ottery St Mary Heritage Museum, Whimble Heritage Centre). Priority museums were museums that were accredited through the Arts Council England accreditation programme (Allhallows Museum, Axminster Heritage Centre, Fairlynch Museum and Arts Centre and Sidmouth Museum). Arts Council funding was received by MDSW for accredited museums. The accreditation scheme run by Arts Council England

ensured that museums were adhering to a certain standard. Being accredited showed that a museum was working to a particular standard and opened up opportunities for grants as a lot of funding was only open to accredited museums.

All the priority museums were accessing development support (target 60%), with 50% of the priority museums accessing three or more different development support opportunities. Eight of the ten (80%) museums and heritage organisations in the area were engaged in MDSW development support.

Projects delivered so far in 2025/26 included:

- £2,000 investment in Exmouth Museum and Axe Valley Heritage Museum participating in 'Reducing the Risks: Hazards in Collections' programme funded by National Lottery Heritage Fund.
- MDSW Collaborative Capacity Builder Grant Funding was enabling three museums (Axe Valley Heritage Museum, Exmouth Museum and Whimble Heritage Centre) to take part in a Volunteer Leaders Wellbeing Day at Dartington Hall.
- Axminster Heritage Centre had participated in the MDSW Organisational Health Check Programme.
- Ongoing support for Exmouth Museum to strengthen their governance by converting to a Charitable Incorporated Organisation.

The Museum Development Officer explained that in 2024/25 EDDC received a 247% return on its investment from MDSW. It received:

- £9,900 in local Museum Development Officer support.
- £2,850 specialist and technical services in conservation, collection care and volunteering development, including ongoing support to Exmouth in Volunteering Fit for the Future programme.
- £400 access to technical accreditation advice by three museum organisations.
- £720 training with 12 delegates from 5 museums.

On behalf of the Forum the Chair thanked the Museum Development Officer for her presentation.

## **7 Screen Devon presentation**

The Chair welcomed Claire Horrocks, Manager of Screen Devon to the meeting. Claire explained that she worked 2.5 days a week and a Film Officer was employed for 4 days a week. Screen Devon had established strategic partnerships and industry connections over the past year, both locally and nationally. Because work was service-based, the most significant investment was in its people – the Manager and Film Officer. This ensured that funding directly supported high-quality, evidence-based delivery rather than administrative overheads.

Screen Devon was approaching its first year of activity and the 2025-26 Impact Report was about to be published.

2025 priorities were:

1. Attract more productions to Devon by promoting desirable filming locations.
2. Boost the economy by driving investment towards local crew and suppliers.
3. Highlight Devon's potential as a film-friendly location.
4. Support and develop local talent.
5. Track and report on the economic impact of film and TV in Devon.
6. Collaborate with Southwest and national partners.

7. Promote sustainability by developing clear, actionable policies and create a dedicated resource centre for productions whilst looking at neighbouring areas for inspiration.

The headline impact and outcomes across Devon were:

- £9,000,000 projected production spend in 2025-26 (260% increase on 2024/25 and 190% above the projected 2025/26 forecast).
- 1000 web visits per month.
- 254 filming days, 126 prep days and 44 strike days.
- Social media reach increased by over 3000% from July-November.
- 13 local productions supported.
- 19 events hosted/attended by Screen Devon.

As Devon's regional screen agency, Screen Devon had implemented core film office services, opening potential for a streamlined and professional offer for incoming productions, including:

- Production support.
- Location database and scouting.
- Local authority film office network.
- Supplier directory.

Screen Devon were supporting local crew by providing direct guidance, promoting local talent to incoming productions, sharing opportunities, and acting as a key connection point between crew, productions and regional partners. The aim was to ensure that local professionals were visible, informed and ready for work. 120 crew were now registered and 50 crew opportunities were shared. Screen Devon aimed to understand Devon's crew and skill gaps, and to further develop skills.

Screen Devon were seeking a 12-month funding commitment of £10,000 for 2026/27 from each local authority to ensure continuity, attract major productions and deliver measurable economic and cultural benefits for the county. This would:

- Formalise Screen Devon's Screen Agency function.
- Develop the local crew pipeline.
- Enhance economic data capture and reporting.
- Scale services sustainably.
- Support Screen Devon in achieving sustainable long-term results, allowing it to work to an in-depth strategy, plan effectively and build on the new connections made during 2025, leading to more resilience and evolution.

On behalf of the Forum the Chair thanked Claire for her fantastic presentation and again emphasised the importance of networking and developing relationships and connections.

## 8 **East Devon Cultural Strategy progress and budget request**

The Cultural Producer's report provided the Forum with a summary of progress made on the East Devon Cultural Strategy and set out a request for an internal budget to continue delivering cultural activity. The UK Shared Prosperity Fund (UKSPF) programme funded by central Government would end in March 2026, with no replacement likely to benefit East Devon. Without future funding, there was a high risk that the momentum which had been generated in the delivery of the Cultural Strategy would stall.

The East Devon Cultural Strategy (2022 – 2031) was made up of 31 potential work programmes. Four years (and almost half-way) into delivery of the strategy six of the 31 programmes had been completed, 23 had made good progress and only two were yet to be started. The Cultural Programme had been allocated £37,985 this financial year

through the UKSPF and to date had overachieved on targets, with good value for money observed. As the continued delivery of the Cultural Strategy and the Tourism Strategy was a corporate priority, it was felt that there was a strong strategic case for providing a rolling budget for this.

The Cultural Producer outlined some of the themes of the strategy currently in progress and successes so far. There had been particular focus on the theme of 'strengthen and support the people that do', delivering 23 training sessions to the Arts and Culture East Devon (ACED) network since 2023, recognising volunteers through an annual ACED volunteer of the year award, and highlighting over 80 volunteering opportunities on the ACED website. Another theme that had made significant progress was Cultural Tourism, with the creation of the East Devon Cultural Map.

In terms of the theme 'creative enterprise and skills', the ACED mentoring programme was set up last year and six young people to date had gone through the programme, which provided pathways to employment and increased capacity of the local cultural sector. In terms of 'protecting and enhancing the natural environment through culture' the THG hosted regular climate conversation events and through the Carbon Action Fund (funded through the UKSPF) grants had been given for decarbonisation equipment to cultural venues. Finally in terms of 'connectivity' the Cultural Producer explained that she had co-ordinated nine ACED network meetings at rotating venues across the district.

The culture budget request was:

- Arts and Culture East Devon network: £2,500
- Creative East Devon fund: £20,000
- Villages in Action: £5,000
- Screen Devon: £10,000

This would be in addition to the existing internal Arts Development budget of £14,000 (£10,000 for Villages in Action and £4,000 for Museums Development South West). It was also hoped to accommodate a minor uplift of support for Museums Development South West of 8.8% (£4,355) in 2026/27 and 4.6% (£4,530) in 2027/28. It was noted that the culture budget request sat alongside a tourism budget request in order to continue delivery on the tourism strategy, which was integral to cultural strategy delivery. It was felt that small rolling budgets for culture and tourism should be regarded as investments to help secure additional income whilst protecting the existing revenues already generated.

The Cultural Producer was thanked for her informative report.

**RECOMMENDED:** that Cabinet approve the request of an internal budget of £37,500 to continue the successful delivery of the Cultural Strategy in 2026/27 as part of the budget-setting process.

## 9 **Thelma Hulbert Gallery update**

The Gallery Manager and Curator gave the Forum a summary of the Thelma Hulbert Gallery (THG) activity for 2025. The theme for 2025 was 'community and place'. The aim was to strengthen ties with both the local and artistic communities through the following initiatives:

- Encouraging emerging artists.
- Collaborating with local artists and photographers.
- Bringing renowned artists to a rural setting.
- Continuing climate-focused exhibitions.

- Embedding equality, diversity and inclusion (EDI) and accessibility into programming and delivery.

The Gallery Manager and Curator explained that the current Arts Council England project grant funding of £29,000 to support delivery for 18 months was coming to an end in March 2026. Just under £30,000 was being requested from the Arts Council to ensure the continuation and growth of the Youth Network and engagement programme that enriched the THG exhibition and wider programme. The support would also enable the gallery to maintain its vital focus on key priorities such as:

- Equality, Diversity and Inclusion.
- Addressing the climate emergency.
- Supporting emerging artists.
- Bringing renowned artists to the rural community.

The current Arts Council funding had seen the gallery interact with over 1,500 people across seven different locations and 50 different events, including schools workshops, community events and gallery workshops.

The Gallery Manager and Curator also outlined to the Forum THG achievements during 2025:

- Refurbishment and refresh from January to March 2025.
- Ashish Ghadiali exhibition – featured three high-profile films focusing on climate and racial justice.
- James Ravilious – An English Eye – this solo exhibition achieved the highest visitor attendance in ten years (3,270), with 42% of the visitors new to the gallery. It was the most viewed exhibition online, with 3,200 website visits to the home page (double the average).
- THG Open 2025 – there were over 460 entries for this biennial exhibition, with 104 artists selected. Sales increased by 50%, rising from £4,387.25 in 2023 to £6,582.46 in 2025.
- CAMP (Contemporary Art Membership Platform) – an exciting and dynamic network of artists based in Devon and Cornwall.
- Present Makers – a record-breaking 90 entries were received and 70 artists selected.

Engagement with the THG had been high with social media success and during the summer over 790 people visited THG's offsite and gallery activities. THG sold out of the five days of Summer Art Week activities for 11- to 17-year-olds.

On behalf of the Forum, the Chair thanked the Gallery Manager and Curator for her fascinating report and congratulated her on the success of the Gallery and increase in figures.

**RECOMMENDED:** that Cabinet note and support a funding bid to the Arts Council to support the Thelma Hulbert Gallery to:

- Enrich the Exhibition Programme by delivering an ambitious engagement programme that benefits the wider East Devon community — including local schools and our expanding Youth Network.
- Develop the Youth Network into a region-wide platform that extends beyond the gallery, engaging young people who may not otherwise have access to creative opportunities — such as those with school-related anxiety and young people leaving care.
- Reframe opportunities for young people by introducing live projects and creative briefs designed to build skills, confidence, and pathways into the creative industries.
- Expand internship opportunities through partnerships with Exeter College and support for care leavers.
- Continue to focus on the climate emergency by developing Climate Conversations into a Climate Symposium – a day to carve out space and time to inspire creatives to protect

and enhance the natural environment through their creative practice, share expertise and network in a participatory, supportive and solutions focused event of interactive workshops and talks.

**Attendance List**

**EDDC Councillors present:**

O Davey  
P Fernley  
N Hookway  
V Johns  
I Barlow  
S Gazzard  
P Faithfull  
S Jackson

**Town Representatives**

S Gazzard, Exmouth Town Council  
I Barlow, Sidmouth Town Council

**Officers in attendance:**

Graham Whitlock, Theatre and Arts Centre Manager (Manor Pavilion Theatre)  
Gemma Girvan, Gallery Manager and Curator  
Mark Barrow, Interim Director Place  
Caitlin Davey, Events Officer  
Sarah Elghady, Cultural Producer  
Sarah Jenkins, Democratic Services Officer  
Geri Panteva, Senior Economic Development Officer  
Chloe Woodman, Assistant Director - Communications, Digital Services and Engagement  
Alethea Thompson, Democratic Services Officer

**Also Present**

Cllr R Collins  
Jo Cairns, Museums Development South West  
Claire Horrocks, Screen Devon  
Mair George, Villages in Action  
Wendy Van Der Plank, Villages in Action  
Simon Jutton, Arts Council England

**Apologies:**

C Buchan, Cranbrook Town Council  
M Hall

Chair .....

Date: .....

Report to: Arts and Culture Forum



Date of Meeting 26/11/2025

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

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## Cultural Strategy Progress and Budget Request

### Report summary:

The report provides a summary of progress made on the East Devon Cultural Strategy and articulates a case for an internal budget to continue delivering cultural activity.

### Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

### Recommendation:

That the Arts & Culture Forum:

- Support the request of an internal budget of £37,500 to continue the successful delivery on the Cultural Strategy in 2026/27 for consideration as part of the budget-setting process.

### Reason for recommendation:

The UK Shared Prosperity Fund (UKSPF) programme funded by central Government will end in March 2026, with no replacement likely to benefit East Devon. Without future funding, there is a high risk that the momentum which has been generated in the delivery of the [Cultural Strategy](#) will stall.

Officer: Sarah Elghady, Cultural Producer; tel 01395 517500. [Sarah.Elghady@eastdevon.gov.uk](mailto:Sarah.Elghady@eastdevon.gov.uk)

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Portfolio(s) (check which apply):

- ☐ Assets and Economy
- ☐ Communications and Democracy
- ☐ Council, Corporate and External Engagement
- ☒ Culture, Leisure, Sport and Tourism
- ☐ Environment - Nature and Climate
- ☐ Environment - Operational
- ☐ Finance
- ☐ Place, Infrastructure and Strategic Planning
- ☐ Sustainable Homes and Communities

**Equalities impact** Low Impact

**Climate change** Low Impact

**Risk:** Low Risk;



Links to background information [Cultural Strategy](#) and [Tourism Strategy](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ A supported and engaged community
  - ☐ Carbon neutrality and ecological recovery
  - ☒ Resilient economy that supports local business
  - ☐ Financially secure and improving quality of services
- 

## Report in full

### 1 Cultural Strategy Progress

The East Devon Cultural Strategy (2022 – 2031) is made up of 31 potential work programmes. Four years (and almost half-way) into delivery of the strategy 6 of the 31 programmes have been completed, 23 have made good progress and just 2 are yet to be started, as outlined below.

For more details on the related activity of these programmes please see the appendix, to which the below numbering correlates.

#### Completed work programmes:

##### - Strengthen and support the ‘people-that-do’

1.1.1 Build post-Covid confidence and capacity for volunteers and community groups in our towns and parishes through training in governance, business planning, digital transformation, fundraising and reducing carbon impact, as well as training in core creative skills, such as producing live events, interpretation, collections management

1.2.1 Celebrate East Devon's volunteers through recognition and rewards

1.2.2 Explore the potential for promoting and diversifying volunteering opportunities through a central portal

##### - Cultural tourism

3.1.1 Linking with the new Tourism Strategy, develop a central ‘what’s on’ hub to inform both the tourism industry and consumers about the local cultural offer

3.1.2 Support new ‘product development’ in the tourism sector to attract visitors beyond the peak season by working with cultural partners to promote art classes, retreats, workshops, links with food, wellbeing, sustainability and nature

##### - Cultural leadership

7.1.3 Invest in a Cultural Producer to provide a central hub for our strategic values, advocacy, communications and development of the strategy, including coordination of the Cultural Compact and ACED network

#### In progress:

##### - Strengthen and support the ‘people-that-do’

1.1.2 Enhance the quality and appeal of collections, and the sustainability of local museums, through a programme of shared capital investment in display and interpretation

1.1.3 Explore the potential of a new network that supports more community asset transfers and sharing of policy support and good practice for village halls and other cultural venues, to ensure their place at the heart of our communities

##### - Protect and enhance the natural environment

2.1.1 Link with a range of nature, tourism and cultural organisations, and the University of Exeter, to audit/understand the current offer and develop an ambitious year-round programme, connecting culture and nature across the district

2.1.2 Work with local museums and South West Museums Development to engage in national conversations about the climate crisis and enable displays of natural science and biodiversity collections in East Devon's museums

2.1.3 Invest in initiatives which work closely with communities in creative, innovative ways to connect local people with nature and the challenges we face in preserving it, especially within communities not currently engaging. For example: Tidelines (Exmouth), Sidmouth Seafest, Thelma Hulbert Gallery's Creative Cabin (touring)

2.2.1 Use Julie's Bicycle, a recognised tool for monitoring cultural impact, to support EDDC-funded and independent festivals to monitor and improve their environmental performance, leading to a sustainable events guide

### **- Cultural tourism**

3.1.3 Invest in cultural visitor attractions that have potential to attract national visitors for a broad season (April-October) and across the district. This could centre around visual arts, via Thelma Hulbert Gallery, Killerton House and Ocean, along with galleries and public art

3.2.1 Work with independent promoters and local Destination Marketing Organisations, as well as the in-house events team, to maximise impact from notable events and festivals, with particular focus on those that take place in June/early July and September/October (i.e. beyond the peak tourism season)

### **- Creative enterprise and skills**

4.1.1 Explore the concept of a creative digital skills hub for films, TV and gaming – possibly linked to the Future Skills Centre run by Exeter College

4.1.2 Join Devon Local Cultural Education Partnership (LCEP) and/or explore the value in setting up a more localised LCEP to strengthen links between the cultural sector and schools / education providers

4.1.3 Coordinate a programme of paid creative apprenticeships across a range of East Devon cultural organisations, to provide pathways to employment and increase capacity of the local cultural sector

4.1.4 Establish a regular Youth Forum for young creatives and activists to help shape and influence the cultural offer

4.2.1 Run a pilot programme to enable artists and community groups to take meanwhile leases on empty shops, for use as studios, workshops and pop-up galleries

4.2.2 Invest in co-working, workshop and mixed use spaces to strengthen community infrastructure, especially in new developments, and take advantage of the shift away from commuting and towards local working

### **- New places for culture**

5.1.1 Link with the Exmouth place-making and masterplan to audit/understand current provision, local needs and opinions to shape a vision and delivery plan for culture in the town

5.1.2 Explore the potential of Exmouth Pavilion as a creative hub for young people

5.2.1 Work with local residents, Libraries Unlimited and other partners to ensure Cranbrook and other new housing developments have an appropriate, high quality cultural offer co-designed with local residents

5.2.2 Lever planning gain to embed new indoor and outdoor cultural spaces for culture in new developments

### **- Connectivity**

6.1.1 Continue building the ACED network via regular meetings, newsletters, information -sharing and socials

6.1.2 Convene a steering group to devise a business plan for ACED, reflecting on success to date and exploring how best to democratise its leadership and management, maximise effectiveness and build its role in supporting delivery of this Cultural Strategy

6.1.3 Establish new networks that link with ACED, to provide specialised communities of practice

#### **- Cultural leadership**

7.1.2 Integrate Cultural Strategy Objectives and Actions into wider Council plans, staff work schedules and resource planning to understand what resources are available and where gaps remain

#### **- Capture value**

8.1.1 Work with Arts Council England and other regional partners, such as Plymouth or Exeter to explore tools available for measuring impact across East Devon cultural organisations

#### **On hold/Not yet started:**

#### **- Cultural leadership**

7.1.1 Establish a Cultural Compact or other partnership to lead this strategy, including collaborative projects and shared funding bids

7.1.4 Assign a small budget to pay freelancers for their time in strategic leadership roles, such as the Cultural Compact

## **2 Budget Request**

This financial year (2025/2026) the Cultural Programme has been allocated £37,985 through the UKSPF, and to date has overachieved on targets and good value for money observed. Given the continued delivery of the Cultural Strategy and Tourism Strategy is a key corporate priority, there is a clear strategic case for providing a small rolling budget for both for this continued activity.

A [recent report](#) by the Great South West showed that creative industries in the South West are outpacing those in London. Helping to nurture this sector further could help the longer-term growth narrative of the region. An ongoing budget also contributes to LGR readiness, by maintaining strategic commitments and sector resilience during a time of uncertainty.

#### ***Cultural Budget Activity (Proposed, 2026/27)***

<b>Culture Budget Request</b>	<b>Proposed Activity 2026/27</b>	<b>Request for 26/27</b>
£37,500	Arts and Culture East Devon Network	£2,500
	Creative East Devon Fund	£20,000
	Villages in Action	£5,000
	Screen Devon	£10,000

This would be in addition to the existing internal Arts Development budget which was £14,000 (£10,000 for Villages in Action and £4,000 for Museums Development South West). We also wish to accommodate a minor uplift of support for Museums Development South West of 8.8% (£4,355) in 2026/27 and 4.6% (£4,530) in 2027/28.

This request sits alongside a tourism budget request in order to continue delivery on the tourism strategy; integral to cultural strategy delivery.

### ***Tourism Budget Activity (Proposed, 2026/27)***

<b>Tourism Budget Request</b>	<b>Proposed Activity 2026/27</b>	<b>Request for 26/27</b>
£30,000	East Devon Tourism Network	£10,000
	Festival & Events Support	£10,000
	Cultural Tourism Map Marketing	£5,000
	South West Visitor Economy Hub	£5,000

There are financial incentives for the council to promote growth in the cultural and tourism sectors. This is shown visually below:



Small rolling budgets for culture and tourism should be regarded as investments, to help secure additional income whilst protecting the existing revenues already generated.

### **3 Arts and Culture East Devon (ACED) Network**

Funding for next year will ensure we can continue to maintain the [ACED website](#) which hosts a directory of 222 creative organisations and individuals in East Devon and provides a central platform to engage, promote and talk about arts and culture across the region. It will also ensure we can continue to coordinate ACED Network meetings three times a year, inviting industry leaders to share best practice and funding opportunities. These are always well attended (our last meeting in October 2025 at Exeter Science Park had 39 attendees) and are crucial in terms of promoting connectivity for creatives in a rural area to foster collaborations.

Through the UK SPF Cultural Programme budget, between January 2023 and March 2025, 153 cultural organisations and 528 volunteering opportunities were supported, and 217 ACED members attended training courses.

## 4 Creative East Devon Fund (CEDF)

The instigation of a formal grant process (scored by Officers against creative engagement, link to the Cultural Strategy, deliverability, value for money, and public benefit) has created a robust mechanism to process funding requests from cultural organisations. The design of CEDF has meant delivering the goals of the East Devon Cultural Strategy is shared across multiple partners – who feel a shared ownership in the benefits of the strategy.

To date 41 organisations have been awarded grants through the CEDF, engaging over 7,000 people, supporting 28 local events, and creating 11 freelance roles in the arts and culture sector. Projects awarded funding in the current round 3 have yet to report on their outcomes and so these figures are due to increase - a list of recipients can be found on the [ACED website](#).

Overall, the CEDF grants have had a hugely positive impact that is widespread in both the aims achieved, the locations and types of beneficiaries reached. It proved an effective and low-cost way of supporting cultural organisations and delivering the themes of the Cultural Strategy.

## 5 Villages in Action (ViA)

For over two decades ViA has worked alongside East Devon communities to grow opportunities for our residents to host a whole range of excellent creative work – across dance, theatre, music, circus, spoken word, poetry, visual arts and more.

ViA is seeking a cultural top up of £5,000 on the existing annual contribution of £10,000 (totalling a £15,000 contribution for 26/27, the same as this financial year) to continue the East Devon Lead role. Wendy Van Der Plank has been in this part-time role since May 2025, leading on supporting a new cohort of volunteer promoters, increasing the level of bespoke training for local event promoters and increasing impact and resilience of the ViA network.

This new role has enabled new partnerships with venues, organisations and potential promoters in East Devon. New links have been made with: Gittisham Village Hall, Mariner's Hall in Beer, Exmouth Arts and East Devon National Landscapes. Conversations are ongoing, and ViA anticipate that events will be co-hosted by these new partners next year. Through this role ViA have secured a Bournemouth Symphony Orchestra performance in a new venue: St Mary the Virgin, The Minster, Axminster in December. ViA are also expanding their Daytime Seniors activity. Conversations are also advancing with Manor Pavilion Sidmouth about co-programming some exciting work over the next 12 months, having discovered a shared passion to support younger generations of theatre technicians to stay rooted in the local area.

## 6 Screen Devon

Supporting Screen Devon will be a key part of increasing income received from filming on council assets. We have seen a [significant increase](#) in large productions in East Devon over the last few months.

Estimated production spend data in East Devon District is limited, although figures from Screen Devon for two recent quarters is outlined below. These are attributed to a Bollywood production (2024/25) followed by a Feature film at Beer Quarry Caves (2025/26):

### 2024/25 (Q3)

- Feature Film – Medium Budget > £10m+ - **£759,000** (inc. prep/strike dates)

### 2025/26 (Q1)

- Feature Film – High Budget > £60m+ - **£3,132,250** (inc. prep/strike dates)

## Case Study – Bollywood Film: House Full 5, Beer & Sidmouth, October 2024

The events team charged £35,000 for filming in Beer and £11,151 for hire of the Sidmouth car park and EDDC Officer time spent. After expenses, including vehicle hire and further staffing expenses the total clear profit for EDDC from the filming was £23,093.82.

Screen Devon provided us with a breakdown of expenditure from the production company that totalled £687,112.74 spent at local Devon based businesses with an estimated 40% (approx. £275,000) of the total spend going directly to East Devon based companies, specifically hotels and restaurants.

There is a clear economic case to continue investment in cultural and tourism related activity. With these small investments, we can not only protect the income we already generate but help to grow these sectors further.

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**Financial implications:**

The recommendation is for this funding request to be presented to members as part of the budget setting process, this will be decision for members to consider alongside the necessary reduction in spending to balance the exiting identified budget gap for 2026/27. (JS/131125)

**Legal implications:**

The legal implications are included within the report (ALW/02553/131125)

## EDDC Cultural Strategy Delivery

04.11.2025

### Theme 1

#### Strengthen and support the 'people-that-do'

Support the unique, community-led cultural organisations whose efforts enhance the high quality of life and wellbeing in East Devon's towns and villages

Actions	Potential work programmes	Timescale	Progress	Activity
1.1 Invest in and strengthen our many thriving, often volunteer-run cultural venues and programmes across East Devon	1.1.1 Build post-Covid confidence and capacity for volunteers and community groups in our towns and parishes through training in governance, business planning, digital transformation, fundraising and reducing carbon impact, as well as training in core creative skills, such as producing live events, interpretation, collections management	Short/Medium	Completed	Bespoke arts training delivered in 2023-25: Fundraising x2, Marketing x6, Volunteer Recruitment and Retention, Carbon Literacy, Collections Management, Governance, Public Speaking, Bid Writing, Mentoring x2, Producing Live Events, Accreditation for Museums & Care of Photography, Social Media Advertising, Corporate Sponsorship, Individual Giving, Digital Accessibility, Natural History Collections Display. Continue to share free training opps. in the ACED newsletter for example promoting East Devon VCSE and Digital Culture Network. Community Action Group (CAG) project also supports local community groups, providing advice on volunteer recruitment and retention, governance, digital transformation and event organisation.
	1.1.2 Enhance the quality and appeal of collections, and the sustainability of local museums, through a programme of shared capital investment in display and interpretation	Medium	In Progress	Budleigh Museum awarded £4,860 for LED lights through CLTF in 2023. Whimble Museum awarded £869 for display improvements through Creative East Devon Fund (CEDF) in 2023. Currently no funding available for significant capital investment. Digital equipment grant supported x6 Museums in Feb 2025. Decarbonisation survey carried out for Thelma Hulbert Gallery (THG) in 2024. Axminster Heritage Centre awarded £2043 for new WW2 exhibition in 2025 through CEDF in 2025.

	1.1.3 Explore the potential of a new network that supports more community asset transfers and sharing of policy support and good practice for village halls and other cultural venues, to ensure their place at the heart of our communities	Medium	In progress	EDDC has a community asset transfer procedure in place and this may be something to explore in the context of LGR.
1.2 Support and champion volunteering	1.2.1 Celebrate East Devon's volunteers through recognition and rewards	Short	Completed	District wide ACED Volunteer Award set up in 2024 and continued in 2025. This will become an annual recognition award (x10 glass awards have been commissioned through UK SPF to present up to 2033). Wild East Devon run thank you events for volunteers 3 times a year. 2 volunteer training sessions delivered in volunteer week 2024. National Landscapes has the Ambassador network with annual Ackland Award.
	1.2.2 Explore the potential for promoting and diversifying volunteering opportunities through a central portal, such as Volunteer Makers	Medium	Completed	Completed in July 2023, through new ACED website. Currently 88 cultural organisations listing volunteering opportunities in the cultural sector.

## Theme 2

### Protect and enhance the natural environment

Establish East Devon as an innovator and regional beacon of culture-led environmental protection, enhancement and activism

Actions	Potential work programmes	Timescale	Progress	Comments
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2.1 Develop a year-round programme that celebrates and connects people with East Devon's natural environment and inspires them to protect and enhance it – potentially in collaboration with South Somerset	2.1.1 Link with a range of nature, tourism and cultural organisations, and the University of Exeter, to audit/understand the current offer and develop an ambitious year-round programme, connecting culture and nature across the district	Short/Medium	In Progress	THG currently running Climate Conversations programme & Carbon Literacy Training. CAG held part of their skills share at the THG. THG supported EDNL on commissioning an artist for 'Nature Calling Project' in 2025. Wild East Devon host various nature events. ACED Climate Change Champion presented at ACED meeting in 2024 and continues to be actively engaged in this area. Letter of support for Friends of the Exe written from ACED for NLHF bid in Jan 2025. EDNL: River Axe, Rivers Run Through Us project. Axminster Guildhall awarded £43,000 in Carbon Action Fund and £20,000 in CLTF to decarbonise and improve performance space. The Beehive awarded £20,000 for LEDs in CLTF. The tourism strategy has an active nature strand which is developing more walking trails and linked biking trails, potentially with cultural venues. Creative East Devon Fund (CEDF) supporting 8 projects linked to sustainability. Alignment with the the EDDC climate change strategy is a key criteria for scoring CEDF bids (see 2.1.3).
	2.1.2 Work with local museums and South West Museums Development to engage in national conversations about the climate crisis and enable displays of natural science and biodiversity collections in East Devon's museums	Medium	In progress	Arts Council bid submitted in 2024 with Exmouth Museum, Fairlynch and Seaton Museum on biodiversity project with local schools was unfortunately unsuccessful due to high competition. Expert from RAMM delivered Natural History Display Training to 4 coastal ED museums in Feb 2025. £20,011 awarded to Whimble History Society through Carbon Action Fund. £4,680 awarded to Fairlynch Museum through CLTF. THG is delivering carbon action training.

	2.1.3 Invest in initiatives which work closely with communities in creative, innovative ways to connect local people with nature and the challenges we face in preserving it, especially within communities not currently engaging. For example: Tidelines (Exmouth), Sidmouth Seafest, Thelma Hulbert Gallery's Creative Cabin (touring)	Short	In Progress	Invested in vehicle to transport Creative Cabin in 2023 to over 16 events engaging over 100 young people through UK SPF, including Sidmouth Seafest. Multiple projects funded through Creative East Devon Fund inc: Tidelines, Overwintering (£3,000) & Rocks to Reef (£3,000), Sidmouth School of Art, Winter Lights Festival: Save Our Seas (£3,000) & Confluence (£2969), Chhaya Collective & Plastic Free Exmouth (£2,990), Exmouth Town Council, Magpies Festival of Thrift (£2,000), Budleigh Lit. Festival (£1680), The Beehive upcoming climate change exhibition: We are all People of Power (£1450). EDDC Green Infrastructure Project Manager is also working closely with Poltimore, National Trust and Cranbrook in this area.
2.2 Improve the environmental practices of the district's cultural festivals to establish them as leaders in sustainable event management	2.2.1 Use Julie's Bicycle, a recognised tool for monitoring cultural impact, to support EDDC-funded and independent festivals to monitor and improve their environmental performance, leading to a sustainable events guide	Short/Medium	In Progress	£10K grant from Green Team for decarbonisation pilot with Exmouth Festival. South West Energy and Environmental Group have created bespoke carbon calculator, 5% carbon reduction confirmed for 2024 and continue to implement this going forward. Toolkit now available on ACD website and learnings shared at ACED Network meeting, Arts & Culture Forum & Tourism Network Meeting. Sustainability questions are on EDDC event application forms and an EDDC sustainability guide is shared with all organisers.

### Theme 3

#### Cultural tourism

Establish new cultural products, partnerships and promotional activity to mutually benefit and grow the creative and visitor economies

Actions	Potential work programmes	Timescale	Progress	Comments
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3.1 Test new collaborations to pilot new products that can support growth in sustainable cultural tourism	3.1.1 Linking with the new Tourism Strategy, develop a central 'what's on' hub to inform both the tourism industry and consumers about the local cultural offer	Short	Completed	East Devon Excellence hosts a What's On webpage: <a href="https://eastdevonexcellence.co.uk/event-directory">https://eastdevonexcellence.co.uk/event-directory</a> . EDE now also hosts new digital cultural map.
	3.1.2 Support new 'product development' in the tourism sector to attract visitors beyond the peak season by working with cultural partners to promote art classes, retreats, workshops, links with food, wellbeing, sustainability and nature	Medium	Completed	Funding from UK SPF Tourism programme and Cultural programme has created new cultural tourism map ( <a href="https://eastdevonexcellence.co.uk/culture">https://eastdevonexcellence.co.uk/culture</a> ), featuring 50 partners. 40K copies printed and distributed to high footfall areas across SW through Glide Media. Promoted through PR agency Chalk and Ward in 2025.
	3.1.3 Invest in cultural visitor attractions that have potential to attract national visitors for a broad season (April-October) and across the district. This could centre around visual arts, via Thelma Hulbert Gallery, Killerton House and Ocean, along with galleries and public art	Long	In Progress	Cultural Tourism Map supports visitor attractions throughout the year & promotes sustainable travel. Printed advert of cultural map in the Guardian in 2025.

3.2 Support and promote festivals and events which bring significant visitor spend and profile to East Devon, building on current strengths	3.2.1 Work with independent promoters and local Destination Marketing Organisations, as well as the in-house events team, to maximise impact from notable events and festivals, with particular focus on those that take place in June/early July and September/October (i.e. beyond the peak tourism season)	Medium	In Progress	Supporting Screen Devon and increasing filming in the area will deliver significant economic impact. Cultural Map features 12 festivals. Currently include event 'highlight of the month' in ACED newsletter. Creative East Devon Fund supporting events in off peak season such as Sidmouth School of Art Winter Lights Festival, Sidmouth Jazz Festival & Budleigh Music Festival. Ran a Google Ads campaign promoting festivals in shoulder season in 2025. EDNL supported Sidmouth Walking Festival (2025), Ottery St Mary Food & Families Festival (2024) & the Exmouth Festival (2025) through the East Devon National Landscape Fund (formerly known as Communities Project Fund).
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#### Theme 4

##### Creative enterprise and skills

Build inspiring talent development pathways for the current and next generation of ED creatives

Actions	Potential work programmes	Timescale	Progress	Comments
4.1 Develop opportunities for young people to learn and apply creative and cultural skills in East Devon	4.1.1 Explore the concept of a creative digital skills hub for films, TV and gaming – possibly linked to the Future Skills Centre run by Exeter College	Medium/Long	In Progress	Feasibility study drafted to link with new Screen Devon who aim to offer access 1-to-1 mentoring from screen industry experts.
	4.1.2 Join Devon Local Cultural Education Partnership (LCEP) and/or explore the value in setting up a more localised LCEP to strengthen links between the cultural sector and schools / education providers	Short	In Progress	DAISI (Devon Art in Schools Initiative) awarded a CEDF grant of £2800 to deliver workshops in ED schools in 2025. Requested to join DLCEP in Feb 2025 - still waiting to hear.

	4.1.3 Coordinate a programme of paid creative apprenticeships across a range of East Devon cultural organisations, to provide pathways to employment and increase capacity of the local cultural sector	Medium/Long	In Progress	Potentially this can be funded by gifting leftover levy to assist local orgs, however currently no underspend so ACED Mentoring programme set up in the interim in March 2024 (supporting 6 mentees to date). Challenges of creative apprenticeships: Businesses are unable to fund new apprentices and unable to spare the human resource to support new apprentices. Lots of cultural sector work is project based (i.e. not full time or '9 to 5') so is not suited to fulfilling apprenticeship hours. Apprenticeships are therefore not the most suitable form of training for creative and cultural careers; ACED mentoring scheme more suitable. Screen Devon aim to engage over 40 individuals in skills development workshop & mentoring sessions in 2025. EDDC events looking to take on an Events Apprentice. THG & Screen Devon take on interns from Exeter University.
	4.1.4 Establish a regular Youth Forum for young creatives and activists to help shape and influence the cultural offer	Short	In Progress	COS (Create Our Space) youth network at THG launched in June 2023 and continues to meet regularly. The Hive Youth Centre in Exmouth has a music room rehearsal space. Manor Pavilion Theatre hosts Sidmouth Youth Drama Academy. Challenge to ensure there is a district wide offer.
	4.2 Utilise empty or underused spaces for creative activities	Medium	In Progress	4.2.1 Run a pilot programme to enable artists and community groups to take meanwhile leases on empty shops, for use as studios, workshops and pop-up galleries  Creative East Devon Fund encourages use of empty spaces for creative projects. Relatively few vacant properties available but EDDC lettings are now shared on ACED website. CEDF funding of £2784 for the Love of the Railway project in Axminster, making use of empty shop. East Devon Business Centre displays art.

	4.2.2 Invest in co-working, workshop and mixed use spaces to strengthen community infrastructure, especially in new developments, and take advantage of the shift away from commuting and towards local working	Medium/Long	In Progress	Piloted 3 ACED co-working days at ED libraries in 2024 to create space for networking beyond network meetings - limited take up so discontinued.
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## Theme 5

### New places for culture

Ensure all East Devon residents, especially children and young people, can experience high quality culture and creativity in their local areas

Actions	Potential work programmes	Timescale	Progress	Comments
5.1 5.1.1 Explore the concept of Exmouth Cultural Quarter as a way to link the town's activities and develop new or improved places and spaces for culture	5.1.1 Link with the Exmouth place-making and masterplan to audit/understand current provision, local needs and opinions to shape a vision and delivery plan for culture in the town	Short	In Progress	Exmouth Placemaking Plan 2 in process of being finalised (public consultation in Nov 2025) which will give clear steer of how to support in this area.
	5.1.2 Explore the potential of Exmouth Pavilion as a creative hub for young people	Medium/Long	In Progress	Managed by LED. Meeting in November to discuss further.

5.2 Integrate cultural spaces and opportunities into new housing developments	5.2.1 Work with local residents, Libraries Unlimited and other partners to ensure Cranbrook and other new housing developments have an appropriate, high quality cultural offer co-designed with local residents	Medium	In Progress	Creative Cabin visited Cranbrook in summer & Autumn 2023 with high engagement numbers (750). CEDF supported Youth Arts & Health Trust with grant of £3K to deliver Cranbrook Arts Pilot with Cranbrook Education Campus and Cranbrook Community Hub. Leisure Centre and library space in cafe also in development in Cranbrook.
	5.2.2 Lever planning gain to embed new indoor and outdoor cultural spaces for culture in new developments	Medium	In Progress	This presents a challenge in Cranbrook as EDDC does not own the land. This is being considered in planning for new town Marlcombe (considering revenue funding for staff specialising in community growth).

## Theme 6

### Connectivity

Support the sector to connect, work collectively, share best practice and lever investment through greater joint working

Actions	Potential work programmes	Timescale	Progress	Comments
6.1 Resource and promote Arts and Culture East Devon (ACED) as a network, connector and champion of the local creative and cultural sector, working with members to shape its ongoing development	6.1.1 Continue building the ACED network via regular meetings, newsletters, information-sharing and socials	Short/ Medium	In Progress	Currently 222 members signed up to the new ACED Directory ( <a href="http://www.aced.org.uk">www.aced.org.uk</a> ) which launched in June 2023. 9 ACED Network meetings coordinated, including speakers from the Arts Council, National Lottery Heritage, Digital Culture Network, Creative UK and Screen Devon.

6.1.2 Convene a steering group to devise a business plan for ACED, reflecting on success to date and exploring how best to democratise its leadership and management, maximise effectiveness and build its role in supporting delivery of this Cultural Strategy	Short	In Progress	Have recruited x11 new ACED Champions who meet 3 times a year: Libraries, Museum & Heritage, Music, Film & Media, Film and Creative Education & Climate Change, Festivals & Inclusion. The Champions co-chair network meetings and form the panel for the annual ACED Volunteer of the Year Award.
6.1.3 Establish new networks that link with ACED, to provide specialised communities of practice	Short/Medium	In Progress	This is being done informally through ACED Network with several ACED Champion leading sub networks in specialised categories, inc: East Devon Museum Group, Film Networking group and ED Festival Networking Group.

### Theme 7

#### Cultural leadership

Be ambitious and drive change by bringing together a diverse range of partners to drive forward and advocate for the Cultural Strategy and secure inward investment

Actions	Potential work programmes	Timescale	Progress	Comments
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7.1 Provide leadership and stewardship to drive forward the strategy and bring partners on board	7.1.1 Establish a Cultural Compact or other partnership to lead this strategy, including collaborative projects and shared funding bids	Short	On hold	Completed research - Dorset & Somerset do not have a Cultural Compact in place as not best model for rural area, looking into alternative options such as an advisory group focused on a specific project (e.g. Marlcombe). Arts Council confirmed no need to set up cultural compact if not suitable for rural area.
	7.1.2 Integrate Cultural Strategy Objectives and Actions into wider Council plans, staff work schedules and resource planning to understand what resources are available and where gaps remain	Short/Medium	In Progress	Strong links established with Event Teams, Economic Development & place making. ACED website is raising awareness.
	7.1.3 Invest in a Cultural Producer to provide a central hub for our strategic values, advocacy, communications and development of the strategy, including coordination of the Cultural Compact and ACED network	Short/Medium	Completed	Appointed in Jan 2023.
	7.1.4 Assign a small budget to pay freelancers for their time in strategic leadership roles, such as the Cultural Compact	Short	Not started	Currently not necessary but ACED Champions can now claim travel expenses for ACED Network meetings in an official volunteer capacity.

**Capture value**

Ensure continuous learning and improvement by monitoring and evaluating the change that creativity and culture has on people and place

Actions	Potential work programmes	Timescale	Progress	Comments
8.1 Develop a single evaluation process that captures the social, economic, environmental and health & wellbeing value of culture, enabling advocacy for the sector as a whole	8.1.1 Work with Arts Council England and other regional partners, such as Plymouth or Exeter to explore tools available for measuring impact across East Devon cultural organisations	Medium	In Progress	A single evaluation process has been created relating to strategy goals which is completed annually by: THG, Manor Pavilion, Villages in Action, South West Museums Development and recipients of the Creative East Devon Fund. EDDC is looking to invest in the South West Visitor Economy Hub in 26/27 to track specific visitor data. Quarterly meetings with the South West Culture Network regularly discuss evaluation methodology.

Date of Meeting 26/11/2025

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

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## **Thelma Hulbert Gallery (THG) Update**

### **Report summary:**

This report gives a summary of THG activity for 2025.

Our theme for 2025; Community and Place

The aim was to strengthen our ties with both our local and artistic communities through the following initiatives:

- Encouraging Emerging Artists: Providing opportunities and support for new talent.
- Collaborating with Local Artists and Photographers: Showcasing the unique perspectives of our community's creative voices.
- Bringing Renowned Artists to a Rural Setting: Creating a platform for our local audience to engage with established artists.
- Continuing our climate-focused Exhibitions: Highlighting the interconnectedness of climate and racial justice through impactful programming.
- Embedding Equity, Diversity, and Inclusion (EDI) and accessibility into our programming and delivery.

### **Is the proposed decision in accordance with:**

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

### **Recommendation:**

That the Arts & Culture Forum note and support a funding bid to the Arts Council to support Thelma Hulbert Gallery to

- Enrich our Exhibition Programme by delivering an ambitious engagement programme that benefits the wider East Devon community — including local schools and our expanding Youth Network.
- Develop our Youth Network into a region-wide platform that extends beyond the gallery, engaging young people who may not otherwise have access to creative opportunities — such as those with school-related anxiety and young people leaving care.
- Reframe opportunities for young people by introducing live projects and creative briefs designed to build skills, confidence, and pathways into the creative industries.
- Expand internship opportunities through partnerships with Exeter College and support for care leavers.

- Continue our focus on the climate emergency by developing our Climate Conversations into a Climate Symposium – a day to carve out space and time to inspire creatives to protect and enhance the natural environment through their creative practice, share expertise and network in a participatory, supportive and solutions focused event of interactive workshops and talks.

### **Reason for recommendation:**

The current Arts Council England project grant funding of 29K which we received in September 2024 to support our delivery for 18 months is coming to an end in March 2026.

We are requesting just under 30K from the Arts Council to ensure the continuation and growth of the Youth Network and engagement programme that enriches our exhibition and wider programme. This support will also enable the gallery to maintain its vital focus on key priorities including

- Equality, Diversity and Inclusion (EDI)
- Addressing the Climate Emergency
- Supporting emerging artists
- Bringing renowned artists to our rural community.

Continuing funding investment will help us sustain and strengthen our reputation for 'punching above our weight' as a rural gallery.

Officer: Gemma Girvan, Gallery Manager and Curator, tel 01404 45006,  
[gemma.girvan@eastdevon.gov.uk](mailto:gemma.girvan@eastdevon.gov.uk)

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Portfolio(s) (check which apply):

- ☐ Assets and Economy
- ☐ Communications and Democracy
- ☐ Council, Corporate and External Engagement
- ☒ Culture, Leisure, Sport and Tourism
- ☐ Environment - Nature and Climate
- ☐ Environment - Operational
- ☐ Finance
- ☐ Place, Infrastructure and Strategic Planning
- ☐ Sustainable Homes and Communities

**Equalities impact** Low Impact

**Climate change** Low Impact

**Risk:** Low Risk;

**Links to background information**

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ A supported and engaged community
- ☒ Carbon neutrality and ecological recovery
- ☐ Resilient economy that supports local business
- ☐ Financially secure and improving quality of services

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## Report in full

### **1 2025 Achievements – Thelma Hulbert Gallery (THG)**

2025 has been an exciting year for THG. It marks the first year that Manager, **Gemma Girvan**, has curated the Exhibition Programme. Below is a summary of our key achievements and highlights from the year.

#### **1.1 Refurbishment of THG**

THG began the year with a major refresh and refurbishment. The entire gallery was repainted, new fire doors were fitted in line with Fire Risk Regulations, and the kitchen and toilets were reconfigured to create a more usable space for visitors, staff and volunteers.

The project was efficiently managed by Property Services and the appointed contractor. The result is a gallery that looks well-maintained and professional.

#### **1.2 Ashish Ghadiali**

THG reopened on 22 March 2025 with an exhibition by influential artist and activist **Ashish Ghadiali** featuring three high-profile films focusing on **climate and racial justice**.

The exhibition was very well received, gaining national press coverage and prompting important conversations. A highlight of the exhibition was a **day of talks and engagement**, featuring international keynote speakers and powerful discussions about the Climate Emergency.

#### **1.3 James Ravilious – An English Eye**

THG secured a significant exhibition of work of **James Ravilious**, renowned photographer of rural life and one of Devon's most beloved artists, the exhibition was selected from a major retrospective mounted by the Royal Photographic Society and loaned from the permanent collection of **The Burton at Bideford**.

A solo exhibition of Ravilious' work has not been seen since 2021 and garnered widespread interest from visitors across the region.

#### **Exhibition Impact:**

- Visitors: **3,270** – our highest attendance in ten years. **42% were new visitors**, who had not attended the gallery before.
- Website: **3,200** visits to our home page (double the average) and **5,140** visits to the *English Eye* exhibition page – our most viewed exhibition online.
- **Visitor Feedback:**
  - Pure enjoyment of a passing era. / My father and I worked on a farm, and this reminded me of him. It's been emotional to see the exhibition. / Just fabulous / Inspiring / Wonderful to see. / James Ravilious is one of England's best photographers.

#### **1.4 THG Open 2025**

The **THG Open** is a biennial exhibition and a key part of our programme, celebrating the rich talent of both established and emerging artists from across the South West.

The exhibition showcased a diverse range of work: **painting, photography, mixed media, sculpture, and printmaking**. All works were for sale.

#### **Prizes sponsored by Bearnas Hampton & Littlewood:**

- **Overall Prize (£500): Mellony Taper – Trousseau**
- **Emerging Artist Under 25 Prize (£250): Lucie Sivier-Voller – Tapestry of Dance**

- Over 460 entries – the most ever for a THG Open and 104 artists selected.
- Sales during our Open exhibition increased by 50%, rising from £4,387.25 in 2023 to £6,582.46 in 2025.

### 1.5 **CAMP (Contemporary Art Membership Platform)**

This year marked our first collaboration with **CAMP**, an exciting and dynamic network of artists based in Devon and Cornwall.

The exhibition *Where Are We Now?* explored contemporary environmental issues from multiple perspectives. The exhibition featured a wide range of disciplines including **painting, printmaking, sculpture, video, audio, photography, ceramics, textiles, collage, drawing, and embroidery**.

We continued our successful programme of *Climate Conversations* talks to coordinate with this exhibition. The aim is that through the lens of arts and culture, *Climate Conversations* can help us discover different perspectives and create new opportunities to help us understand and adapt to our changing planet.

Its success has evidenced the need to broaden these conversations further into the form of an Art and Climate symposium, which we are proposing as part of our next Arts Council funding application.

### 1.6 **Present Makers**

*Present Makers* remains one of the most popular exhibitions in our programme, featuring hand-crafted gift ideas showcasing the talent of contemporary craftspeople in the South West.

From open submissions, entries are carefully selected to highlight the **quality, variety, and creativity** of local makers working across a range of materials.

This year, we received a **record-breaking 90 entries** and selected **70 artists** –more than ever before.

## **2 Engagement**

**Social media success:** through a targeted approach of maximising popular content and an increased use of reels to reach new audiences:

- THG's Instagram has reached a landmark 5,000 followers – an increase of 1,000 (+25%) since November 24.

### **Summer engagement programme:**

- During July and August, over 790 people visited THG's offsite and gallery activities - of these 370 engaged in art activities at the gallery including 236 children. THG also sold out of the five days of Summer Art Week activities for 11 to 17-year-olds.

## **3 Summary Arts Council Funding**

We have been successful in gaining sequential funding from Arts Council England to boost our interaction with young people and embed roles and opportunities for them within and beyond the gallery. To date this has seen us interact with over 1500 people across 7 different locations and 50 different events, including schools workshops, community events and gallery workshops.

Highlights include:

- establishing a Youth Arts Network who have commissioned new sustainable off-site delivery: the Creative Cabinet, which will begin interacting with our wider audience and regional communities in late Spring/ Summer 2026.
- working with Honiton Community College and Honiton Town Council to create public art showcasing the variety of activity that young people can engage with in Honiton.

We have an exciting programme of exhibitions planned for next year. Please visit the website to find out more.

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**Financial implications:**

There are no direct financial implications arising from the report. (JS/131125)

**Legal implications:**

There are no legal implications requiring comment (ALW/02553/131125)

Report to: Cabinet

Date of Meeting 7 January 2026

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



## 2026/2027 Council Tax Base

### Report summary:

This report sets out the tax base for 2026/2027 and includes the breakdown for each parish, expressed in terms of Band D equivalent properties on which the council tax will be based. This is an important component in the Council's budget setting process for 2026/2027.

### Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

### Recommendation:

1. That Cabinet agree the approval of the tax base for 2026/2027 at 65,733.46 Band D equivalent properties.
2. That Cabinet agrees the amount for each parish as detailed under section 3 of this report.

### Reason for recommendation:

The calculation of the tax base is prescribed in regulations and is a legal requirement. The council tax base is defined as the number of Band D equivalent properties in a local authority's area. The tax base is necessary to calculate council tax for a given area.

Officer: Libby Jarrett, Assistant Director for Revenues, Benefits & Customer Services  
[ljarrett@eastdevon.gov.uk](mailto:ljarrett@eastdevon.gov.uk) 01395 517450

### Portfolio(s) (check which apply):

- ☒ Assets and Economy
- ☐ Communications and Democracy
- ☐ Council, Corporate and External Engagement
- ☐ Culture, Leisure, Sport and Tourism
- ☐ Environment - Nature and Climate
- ☐ Environment - Operational
- ☒ Finance
- ☐ Place, Infrastructure and Strategic Planning
- ☒ Sustainable Homes and Communities

**Equalities impact** Low Impact



## Climate change Low Impact

**Risk:** Low Risk;

**Links to background information** [The Local Authorities \(Calculation of Council Tax Base\) \(England\) Regulations 2012 \(legislation.gov.uk\)](#)

**Link to** [Council Plan](#)

Priorities (check which apply)

- ☒ A supported and engaged community
  - ☒ Carbon neutrality and ecological recovery
  - ☒ Resilient economy that supports local business
  - ☒ Financially secure and improving quality of services
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## Report in full

### 1.0 Background

- 1.1 The tax base for council tax must be set between 1 December 2025 and 31 January 2026.
- 1.2 The council tax base is the measure of the number of dwellings to which council tax is chargeable in an area or part of an area. It is used for the purposes of calculating an authority's band D council tax.
- 1.3 Regulations prescribe that the relevant date to be used in estimating the tax base will be 30 November in the financial year preceding that for which the tax base is calculated.
- 1.4 The tax base calculation is determined annually by identifying the number of properties listed in the valuation list and then adjusted for the following:
  - An estimate of the number of new properties to come on to the Valuation list for all or part of the year and the estimated level of discounts, exemptions and reliefs that may apply.
  - An estimate of the number of properties to be removed from the Council Tax list, allowing for any discounts and exemptions associated with them.
  - The number of discounts, exemptions, premiums and reliefs
  - The estimated reduction for the council tax reduction scheme
  - The estimated collection rate for the year.
  - The Contribution in lieu from the Ministry of Defence (MoD properties are treated as exempt for council tax purposes and the MoD makes a contribution in lieu of council tax after deducting an allowance for periods when properties are empty).

### 2.0 Council Tax Base Calculation for 2026/2027

- 2.1 The table at 2.8 shows the number of properties (by band) in the Valuation list as at 30 November 2025 and then adjusted to reflect discounts, exemptions, premiums and reliefs, an estimate of new builds, deletions, appeals, council tax reduction scheme, collection rate and contribution from MoD.
- 2.2 The estimate for the council tax reduction scheme has been calculated based on our scheme remaining unchanged between 2025/2026 and 2026/2027.

- 2.3 The tax base takes account of existing discounts, and premiums and the current percentage levels which apply.
- 2.4 With the introduction of premiums on both second homes and long-term empty properties it is more likely at parish level for there to be more fluctuation of Band D equivalents due to the movement we are seeing in these and is something that has to be accounted for when calculating the tax base.
- 2.5 There are 278.19 (265.39 Band D equivalents) new properties that have been included to come on for the equivalent of the whole of next year. This is after adjustments for discounts, exemptions, number of days within the year they are likely liable to pay, etc.
- 2.6 We have used a collection rate of 98.5% (previously 98.6%) to reflect estimated in year performance.
- 2.7 There are 160.72 Band D equivalent MoD properties which has been estimated taking into account the current contribution.

## 2.8 Totals for East Devon 2026/2027

BAND	A*	A	B	C	D	E	F	G	H	Total
1. Properties in list	0.00	6,895.00	14,230.00	18,030.00	13,755.00	11,472.00	6,732.00	4,275.00	208.00	75,597.00
2. Adjustments	21.30	-1,256.30	-1,677.00	-1,484.90	-967.40	-679.60	-311.90	-187.90	-27.40	-6,571.10
3. Plus New Builds	0.00	22.41	45.19	99.44	55.91	40.61	13.58	1.05	0.00	278.19
4. Adjusted number of properties (Sub total of rows 1, 2 & 3)	21.30	5,661.11	12,598.19	16,644.54	12,843.51	10,833.01	6,433.68	4,088.15	180.60	69,304.09
5. Less CTR	5.41	1,188.89	2,007.82	1,414.51	435.55	181.06	44.85	14.31	0.00	5,292.40
6. Total equivalent properties	15.89	4,472.22	10,590.37	15,230.03	12,407.96	10,651.95	6,388.83	4,073.84	180.60	64,011.69
7. Ratio to Band D	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9	N/A
<b>8. Band D equivalent</b>	8.83	2,981.48	8,236.95	13,537.80	12,407.96	13,019.05	9,228.31	6,789.73	361.20	66,571.31
										9. Collection Rate @ 98.5% 65,572.74
										10. Contribution for MOD properties 160.72
										<b>11. Tax Base 65,733.46</b>

### Key

- Properties in list - refers to the number of properties in each band shown in the Valuation list as at 30 November 2025 (A\* = band A with a disablement discount).
- Less adjustments for exemptions, disablement relief, discounts, premiums for empty home and second homes, etc
- Newly built properties estimated to come onto Valuation list and adjusted for discounts, reliefs, etc.
- Adjusted number of properties.

- 5 Less Council Tax Reduction Scheme
- 6 Total equivalent number of properties after all adjustments.
- 7 Band ratios as prescribed by legislation
- 8 Band D equivalent gives the totals in line 6 expressed in terms of band D.
- 9 Adjustment for assumed collection rate for 2026/2027.
- 10 The contribution from the Ministry of Defence adjusted to the number of Band D equivalent properties.
- 11 Tax Base for 2026/2027 in Band D equivalents

2.7 The tax base for 2026/2027 has increased by 590.94 band D equivalent properties (65,142.52 for the current year – 2025/2026).

2.8 The actual number of additional new properties on the Council Tax Valuation list (comparing 30 November 2024 to 30 November 2025) has increased by 686.

### 3.0 Parish/Town Tax Base for 2026/2027

3.1 The table below shows the tax base expressed as the number of Band D equivalent properties for each of the parish/towns after adjustments. The calculation for each of the towns and parishes is determined in the same way as set out in section 2 of this report.

All Saints	270.67	Dalwood	221.59	Poltimore	140.11
Awliscombe	249.22	Dunkeswell	616.58	Rewe	200.50
Axminster	2,947.55	E.Budleigh/Bicton	535.52	Rockbeare	388.73
Axmouth	267.36	Exmouth	13,891.35	Seaton	3,497.94
Aylesbeare	274.31	Farringdon	154.63	Sheldon	89.98
Beer	771.81	Farway	138.07	Shute	308.34
Bishops Clyst	624.51	Feniton	687.85	Sidmouth	7,419.66
Brampford Speke	158.81	Gittisham	488.40	Southleigh	121.80
Branscombe	392.37	Hawkchurch	287.83	Stockland	349.05
Broadclyst	3,153.53	Honiton	4,110.63	Stoke Canon	252.36
Broadhembury	342.87	Huxham	47.42	Talaton	251.55
Buckerell	122.21	Kilmington	407.94	Uplyme	936.77
Budleigh Salterton	2,998.34	Luppitt	229.00	Upottery	341.24
Chardstock	433.01	Lympstone	961.16	Upton Pyne	232.93
Clyst Honiton	116.98	Membury	299.72	West Hill	1,162.82
Clyst Hydon	135.04	Monkton	80.99	Whimble	737.26
Clyst St George	395.22	Musbury	260.00	Widworthy	138.55
Clyst St Lawrence	50.76	Netherexe	26.00	Woodbury	1,480.33
Colaton Raleigh	328.11	Newton Poppleford	995.85	Yarcombe	239.81
Colyford	449.74	Northleigh	87.59		
Colyton	1,094.13	Offwell	193.56		

Combe Raleigh	112.10	Otterton	332.50		
Combpyne-Rousdon	221.28	Ottery St Mary	3,010.72		
Cotleigh	106.54	Payhembury	342.90		
Cranbrook	2,757.37	Plymtree	262.09	<b>Grand total</b>	<b>65,733.46</b>

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### **Financial implications:**

The taxbase is an important element to setting next year's budget, determining the precept for this Council and other preceptors. The calculation follows a prescribed layout and methodology which is followed in the report.

### **Legal implications:**

This report has been produced in accordance with the requirements of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012. (002545/11/12/25/ALW).

Report to: Cabinet

Date of Meeting 7 January 2026

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



## Draft Revenue and Capital Budgets 2026/27

### Report summary:

This report presents the draft revenue and capital budgets for 2026/27 for initial approval by the Cabinet before consideration by a joint meeting of the Overview and Scrutiny Committees and the Housing Review Board.

Recommendations from these meetings will be presented back to Cabinet on 4<sup>th</sup> February 2026 when members will finalise budget proposals to recommend to Council.

This report was compiled before the Provisional Local Government Finance Settlement; however, the Provisional Settlement was announced just prior to this report publication so it can be confirmed that the assumptions made on Government Funding and other areas of the Settlement are in line with this report with only very minor adjustments which have been updated.

### Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

### Recommendation:

**That the draft revenue and capital estimates including the associated fees and charges schedule are initially approved before forwarding to a joint meeting of the Overview and Scrutiny Committees and Housing Review Board for consideration. Cabinet will then consider recommendations from these Committees before making their final recommendation to Council on 4<sup>th</sup> February.**

### Reason for recommendation:

There is a requirement to set a balanced budget and a Council Tax for 2026/27

Officer: Simon Davey – Director of Finance S151 [sdavey@eastdevon.gov.uk](mailto:sdavey@eastdevon.gov.uk)

John Symes – Finance Manager DS151 [jsymes@eastdevon.gov.uk](mailto:jsymes@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

An analysis of budget changes has not highlighted areas that give rise to any equality issues that need highlighting. Any specific service changes will be supported with a report to Cabinet accompanied by an Equality Impact Assessment.

### **Climate change** Medium Impact

The budget approval gives the Council the resources necessary to undertake its business which will contribute to the carbon footprint of the Council. The Council is committed to reducing its carbon net emissions to zero by 2040 and resources have been factored into the budget to meet this priority including key actions identified in the Directorate Service Plans.

**Risk:** Medium Risk; Risks have been considered in preparing the budgets and the financial implications have been assessed at the point of preparation. Various budget assumptions have been made including the treatment of inflation and interest rates; estimates on the level and timing of capital receipts; the treatment of demand led pressures; the treatment of planned efficiency savings/productivity gains; levels of income; financial risks inherent in any new arrangements; capital developments; the availability of funds to deal with major contingencies and the need for any provisions. In each of these areas the Council's financial standing, management and track record have been considered to prepare robust budget proposals. Other specific areas of risk have been highlighted where appropriate within the report.

**Links to background information** [2026/27 Budget Book](#)

**Link to** [Council Plan](#)

Priorities (check which apply)

- ☒ A supported and engaged community
- ☒ Carbon neutrality and ecological recovery
- ☒ Resilient economy that supports local business
- ☒ Financially secure and improving quality of services

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## **1. Process**

- 1.1 The Constitution requires Cabinet to approve the draft revenue and capital budget prior to consideration by the Overview and Scrutiny Committees. The Housing Review Board will undertake the same function in relation to the Housing Revenue Account budgets.
- 1.2 Recommendations from these meetings will be presented back to Cabinet at its meeting on 4<sup>th</sup> February, along with any comments from the business community. At this meeting members will be required to recommend to Council a budget and the Council Tax requirement for 2026/27.
- 1.3 Directorate Service Plans were prepared alongside the draft budget and will be considered by a joint meeting of the Overview and Scrutiny Committees on 14<sup>th</sup> January. Recommendations from this meeting are presented in the minutes to Cabinet on the agenda.

## **2. General Fund Budget**

### **The Overall Financial Picture**

- 2.1 The General Fund records day to day spending and income on the delivery for all Council services except for items relating to its Council House landlord function which is recorded in the Housing Revenue Account (HRA) and detailed in Section 8 of this report.
- 2.2 The Financial Strategy 2026 Onwards (2026 – 2036) adopted by Council on 15<sup>th</sup> October highlighted the implications and risks of the Fairer Funding Review. This being a fundamental review of how funding is allocated to councils. The particular risk for us being the rebasing of retained business rate income currently worth an additional £5.3m in the current budget.
- 2.3 Concerns over likely changes to funding has been flagged for many years, with the Council mitigating the risk by setting aside monies in reserves to cushion the implications and give to time to reshape its services and budget over a longer period. The Council has not known the timing or financial implications until now.
- 2.4 The Government's new funding formula will be implemented in 2026/27; the Fairer Funding Review 2.0 was published with consultation ending on 15<sup>th</sup> August 2025. The Government published on 28<sup>th</sup> November its conclusion to that consultation linked to the Local Government Finance Policy Statement on the same day, this outlines proposals for the 2026/27 to 2028/29 multi-year settlement.
- 2.5 The details outlined in the Council's Financial Strategy are now in the main confirmed, giving us significant negative financial implications. Also as detailed in the Strategy, this change in funding sits alongside Local Government Reorganisation (LGR) with a successor authority being formed from April 2028, giving this Council, in theory, only two more years of budget setting – 2026/27 and 2027/28.
- 2.6 This Council was highlighted by the Department of Housing, Communities and Local Government (DHCLG) to be in a group of councils worst affected by the proposed funding changes. This has since been confirmed in a hastily called meeting by the Department on the day before the Policy Statement was published (27<sup>th</sup> November) with us and other effected councils. The main driver for reduced funding is the rebasing of business rate income and loss of retained business rate growth, the ending of New Homes Bonus Grant and the new funding formula does not favour in the main shire district councils.

## **3. A reminder of the Fair Funding Review 2.0**

- 3.1 Fair Funding Review 2.0 (FFR) is a change to the methodology for distributing a fixed pot of funding between local authorities covered by the local government finance settlement - London boroughs, English unitaries, metropolitan districts, shire counties, shire districts, fire authorities, the Greater London Authority and certain Combined Authorities which receive settlement funding for their fire functions.
- 3.2 The last time the underlying distribution methodology was refreshed through changes to formulae and data was in 2013, at the time of the setting up of the business rates retention system.
- 3.3 Key factors of the current funding model are the 50% business rate retention scheme and the New Homes Bonus Grant. Both these income streams are incentives designed to reward and encourage authorities to plan and support business and housing growth in their areas. As members will be aware East Devon has been significantly advantaged by these schemes, the FFR 2.0 is retaining the incentive of business growth, but it is rebasing all growth income

to date and reallocating based on its needs assessment and then business rate retention to start again. The New Homes Bonus Scheme is proposed to cease completely.

- 3.4 The last full assessment of relative needs and resources is 12 years old and because of the tweaks over the years the relationship between it and actual allocations through the Settlement Funding Assessment has been weakened since then.
- 3.5 The new funding formula is also rolling in previously specifically allocated grants, such as homelessness grants into the Settlement Funding Assessment, thus subjecting them to the FFR process of the overall formula distribution rather than being designed as specific payments. The UK Shared Prosperity Fund is also ending which the Council has been able to utilise for specific priority spend.

#### **4. Outcome of the Fairer Funding Review**

- 4.1 Individual local funding grant allocation will not be published until week commencing the 15<sup>th</sup> December, when the Local Government Finance Settlement will be announced. The principles and details contained in the Policy Statement supported by models produced by LGFutures have helped to prepare the 2026/27 budget and members will be informed of any significant changes that might come from the final settlement. The Provisional Settlement was announced just prior to this report publication so it can be confirmed that the assumptions made on Government Funding and other areas of the Settlement are in line with this report with only very minor adjustments required, which have been updated in this report. Importantly the Statement gave us the transitional arrangements for those authorities who were losing monies, in basic terms we should not receive any less than 5% of our current funding level in 2025/06. This is still complicated by understanding exactly for us what the Government will calculate as our base. This importantly takes no account of inflation which annually for us is in the order of £0.8m just to stand still and any demand pressures that will become evident from the budget details further in this report.
- 4.2 If we compare funding in the current year budget from sources direct or controlled by Government year on year, there has been a fall of over £1.1m and this takes no account of annual rises in costs faced by the Council. The Council also received £466k in UKSPF (UK Shared Prosperity Fund) which has now ceased.

#### **5. Actions agreed in the Financial Strategy**

- 5.1 The Financial Strategy set out the expected significant funding gap resulting from the FFR and service pressures over the next 2 years, focussing on the period leading up to Local Government Reorganisation but being mindful of possible delays. The Strategy lay out the way forward in balancing the budget of the next 2 years with the following specific actions agreed.
- **Use of available Reserves** - The Council has reserves it has set aside to assist in a likely cliff edge from funding reductions, other reserves are also available that are considered appropriate to use at this time in setting budgets over the next two years prior to LGR. This is in line with MHCLG (Ministry of Housing, Communities & Local Government) expectations that those authorities adversely affected by the FFR will use reserves to help balance their budgets.
  - **Flexible Use of Capital Receipts** - Councils can currently apply the “flexible use of capital receipts” to fund certain revenue expenditure through receipts from qualifying assets. It only applies to expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and / or transform service delivery in a way that reduces costs or demand for services in future years. As agreed



in the Financial Strategy the costs associated with the LATCo mobilisation meets this criteria and it is anticipated we will have qualifying capital receipts from the sale of assets.

In 2025/26 £0.641m is currently being funded from reserves and £0.314m from the 2026/27 budget. The qualifying capital receipt are expected to be in place by the end of the 2025/26 financial year. The planned use of reserves to fund the 2025/26 expenditure can then be utilised to help fund the budget position over the next 2 years and the capital receipt utilised instead.

- **Budget/Service savings** – a savings target of £1.5m was agreed to be achieved through a combination of increased income and reduced costs.

## **6. Draft Revenue Budget 2026/27**

- 6.1 The Council's draft budget is balanced following the actions identified in the Financial Strategy, including the use of reserves; £0.871m has been used from the MTFP Risk Reserve. This assumes that the outcome of the Finance Settlement we will be a 5% cash reduction on the current year's Core Spending Power (CSP) with no inflationary increase.
- 6.2 This assessment has been taken from LGFutures who provide councils with detailed calculations at individual authority level based on Government announcements, a service we subscribe to. We have checked these calculations against our own understanding, and they accord. They are estimates and it is not until the final settlement is published that we will know the position for sure. As stated just prior to agenda publication this is now known and the position in this report is accurate.
- 6.3 A summary position of the General Fund draft budget is given below. Further details are contained in the Budget Book linked to this report showing the current budget and the proposed budget for 2026/27 alongside. The draft budget has been prepared based on continuing to provide existing services, proposed savings on office accommodation costs will be subject to a further report. The draft budget includes key areas that align to the Council Plan and the draft Directorate Service Plans.

# General Fund Revenue Budgets 2026/27

Portfolio Budget - Net Expenditure	Original 2025/26 (£)	Original 2026/27 (£)	Variation (£)	%age Change	Notes
Corporate Business	140,281	157,137	16,856	12%	1
Corporate Services	255,489	2,457,022	2,201,533	862%	2
Economy And Regenrtn Portfolio	904,248	-3,108,663	-4,012,911	-444%	3
Environment Portfolio	6,622,456	6,888,613	266,157	4%	4
Finance	-862,223	2,931,008	3,793,231	-440%	5
Strategic Development & P'Ship	3,760,773	3,051,809	-708,964	-19%	6
Street Scene Portfolio	16,139,104	16,062,743	-76,361	0%	7
Sustainable Homes & Communities	2,643,602	2,953,664	310,062	12%	8
<b>Portfolio Totals</b>	<b>29,603,730</b>	<b>31,393,333</b>	<b>1,789,603</b>	<b>6%</b>	
Reversal of Capital Charges (Depreciation)	-3,725,220	-3,051,835	673,385	-18%	
<b>Portfolio Totals Net of Capital Charges</b>	<b>25,878,510</b>	<b>28,341,498</b>	<b>2,462,988</b>	<b>10%</b>	
Interest Receipts (Net of investment management fees)	-2,071,410	-1,555,320	516,090		
Interest Payable	310	0	-310		
PwLB Interest & Principal Repayments	1,260,447	1,007,572	-252,875		
<b>Net Expenditure</b>	<b>25,067,857</b>	<b>27,793,750</b>	<b>2,725,893</b>	<b>11%</b>	
<b>Government Grants</b>					
New Homes Bonus Grant	-685,040	0	685,040		
Rural Services Delivery Grant	0	0	0		
Minimum Funding / Income Protection	-2,096,870	-121,240	1,975,630		
Service Grant	0	0	0		
EPR Grant	-899,000	-1,035,144	-136,144		
Local Services Support Grant	0	0	0		
<b>Use of Reserves</b>					
Use of Collection fund surplus	-464,120	-215,965	248,155		
Earmarked Reserves	-373,455	-2,049,952	-1,676,497		
Use of General Fund Balance for elections	0	0	0		
Use of MTFP Risk Reserve	0	-871,244	-871,244		
Contribution to/(from) General Fund Balance	0	-300,000	-300,000		
<b>Budget Requirement</b>	<b>20,549,372</b>	<b>23,200,204</b>	<b>3,822,076</b>	<b>19%</b>	
Revenue Support Grant	-282,190	-8,248,550	-7,966,360		
Business Rate Baseline Funding	-3,789,000	-3,322,090	466,910		
Final Settlement adjustment (post budget)		0 (tbc)			
Business Rate Retention Inflation Uplift	-4,835,000	0	4,835,000		
Business Rate Pooling Gain	-453,000	0	453,000		
<b>Reported Council Tax Requirement</b>	<b>11,190,182</b>	<b>11,629,564</b>	<b>1,610,626</b>	<b>14%</b>	

## 6.4 Significant variations between years to note

- Overall, employment-related costs have risen by £1.8m. For 2026/27 an assumed pay increase of 3% has been built in, any actual change to this is a financial risk to the council. Unlike 2025/26, when the National Insurance Compensation amounted to £283k, no such compensation is expected for 2026/27. Preliminary results from the Devon Pension Fund's actuarial valuation (as of March 31, 2025) indicate the Employer's funding position and proposed contribution rates will result in a saving of £489k from £3.88m to £3.4m for 2026/27.
- Premises and Transport costs have decreased to £3.8m (2025/26 £3.9m) across service budget areas.
- **Prior year budgets have not been restated to reflect changes in portfolio service areas, which has resulted in significant variations within the revenue budget summary.**

### Service specific variations referenced to the table above.

#### 1. Corporate Business

Information Governance Manager and Data Protection Officer increase from 0.81 to 1FTE.

#### 2. Corporate Services

The position of Assistant Director – Legal and Governance has been established and incorporated into the budget at 1 FTE.

The position of Corporate Lead – Programme and Strategies has been established and incorporated into the budget at 1 FTE.

Homes for Ukraine and Asylum Dispersal funded via Grant Income and Reserve – Nil Impact to the General Fund.

Strata IT provision budget increase of £29k.

£75k allocated for IT hardware purchases.

#### 3. Economy and Regeneration

Employment costs have been reduced by £179k through not backfilling one full-time equivalent (FTE) post and reducing the hours of an existing post holder by 0.5 FTE within Place & Prosperity.

A further saving of £102k was achieved in Economic Development by not backfilling 1 FTE and the conclusion of a fixed-term post in 2025/26.

Within Building Control Fee Earning Employment costs have produced a saving of £39k through not backfilling 0.75fte and reduction in Agency Costs.

Saving in total expenditure of £107k on expectation of reduced office accommodation costs.

Manor Pavilion introduced Seat sponsorship scheme this results in an income generation of £53k.

Car Parks income increase as result of agreed winter charges and additional permit sales.

4. Environment

The position of Climate Change Manager – has been established and incorporated into the budget at 1 FTE.

The positions of Nutrient Mitigation Officer and Farming in Protected Landscapes Programme Officer (FiPL) – has been established and incorporated into the budget both at 1 FTE. Both Posts are externally funded.

Savings of £186k from LED contract payment, part achieved in 2025/26.

5. Finance

The Housing Benefit awarded has reduced grant income; however, this is balanced by lower expenditure resulting from changes in caseload and recovery.

6. Strategic Development & Partnerships

The 2026/27 budget removes the Garden Communities & Delivery Vehicle allocation of £728k that was provided as a one-off in 2025/26, funded via Earmarked Reserves.

7. StreetScene

Ignoring the reduction in Capital Charges of £0.75m (from £2.1m down to £1.4m) the Street Scene Portfolio has increased by circa £0.8m compared to 2025/26. The primary drivers to this increase are;

£0.314m of mobilisation costs. These have been assumed to be funded through use of capital receipt so has no impact on the total General Fund position.

An increase in Refuse and Recycling (including Green Waste) of £0.17m. In 2026/27, 3 months of continuing Suez cost plus charges have been included with the associated materials income streams plus an estimate of the contribution required for the 9 months during which the new company will be active, based upon the new company's annual budget forecast.

The residual increase is essentially inflationary, with £0.17m attributed to staff and £0.07m from premises.

8. Sustainable Homes and Communities

An increase of £187k has been allocated to Grants Payable for Community Led Housing. This adjustment is funded through reserves.

Housing Solutions Service Manager position has been transferred from the Housing Revenue Account to the General Fund as well as Policy Changes for Out of hours added to the Homelessness budget of £18,250 for 2026/27.

6.5 There are specific areas of risk to highlight to members from the draft budget:

- As raised the budget has been prepared without the details of the final Settlement. Best information has been used and any reasonable variation will be handled as an adjustment to the use of reserves.
- **No** funding has been included in the draft budget for the continued preparation and set up of a Development Corporation related to Marlcombe (New Town in East Devon). This is expected to cost in the region of £4m, with a possible contribution required from this Council of 50%. This ask is beyond the financial capacity of the Council, particularly with a significant funding gap on operating current services.

This position is being explored with Government and whether some form of exceptional arrangement can be made, perhaps capitalisation of Council's costs with these then being funded going forward from the extended Enterprise Zone receipts, differing options are being discussed, and members will be kept informed.

- **Community Asset Transfer** - This is in progress and discussions underway, initial work has been funded from a limited reserve set aside for this purpose. However, depending on the scale and ambition of members it is envisaged significant resources might be required to support our surveyors, legal and other teams of the Council. An update and proposal are being presented to Cabinet in February, currently there is **no** budget provision in the draft budget. A possible way forward is to further utilise the use of "flexible use of capital receipts" if additional qualifying assets receipts can be identified, or members may consider further use of reserves understanding the risk of these reserves being required to balance future budgets.
- The budget has been prepared under tight constraints, with savings achieved, and resource pressures have been raised during the processes that are being managed. However **special item requests** for funding have come through the budget process which are itemised below totalling £360k, **currently no budget allocation has been made** and any items recommended for inclusion in the budget will have to be added to the amount being taken from reserves and if ongoing will add to future year budget gaps; projected budget gap of £2.8m for the 2027/28 and £4m for 2028/29.
  - A budget of £20,000 for Play Park consolidation study - to cover costs to investigate/review all 80+ play sites for legal requirements/consolidation and view on future maintenance/capital cost.
  - A budget of £37,500 to continue delivery on the Cultural Strategy (previously funded from UKSPF).
  - A budget of £30,000 to continue delivery on the Tourism Strategy (previously funded from UKSPF).
  - A budget for £60,000 to continue the funding of the CVS service by Devon Communities Together for another year (previously funded from UKSPF).

Also, a further request to add to this of £3,000 to be on the Devon Connect platform.

- A budget of £118,000 has been requested to meet StreetScene staffing pressures. Broken down as £59,000 Operations – ongoing growth demand from new developments, population growth and climate change, and £59,000 Operations Management – additional deputy Operations Manager.
- A budget of £34,000 has been requested for an additional operations post for West End specific growth associated with population increase and house building. This request could be pushed to 2027/28.
- A Budget of £60,340 for grade 5 post to manage the relationship with new LATCo i.e. client side manager

Details relating to the Special Item bids are contained in Appendix 1 to this report. Members will need to consider these requests carefully with the implications on the use of reserves and the need to balance budgets going forward.

## **6.7 Council Tax**

The draft budget assumes the Council will increase the Council Tax for 2026/27 by 2.99% the maximum allowed before triggering a referendum.

This gives a precept for the Council of £11,629,564 raising the current annual council tax charge from £171.78 to £176.92 for a band D property. This is based on the Council Tax Base of 65,733.46 band D properties; an increase of 591 compared with the current year.

## **6.8 General Fund Balance**

At the beginning of the current financial year the General Fund Balance stood at £4.8m. This is at the upper end of the agreed adopted range between £4m and £4.8m.

The purpose of this statutory reserve includes:

- Holding a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing.
- a contingency to cushion the impact of unexpected events or emergencies.
- a means of building up funds, this can take the form of earmarked reserves.

To assess the adequacy of unallocated general reserves when setting the budget, the chief finance officer should take account of the strategic, operational, and financial risks facing the authority.

Authorities have been faced by increasing financial pressures and a period of severely constrained resources since 2008. Demands on local government services continue to increase. Local authorities now face significant resource pressures because of previous increased inflation and the cost-of-living challenges.

Events such as the floods and severe weather episodes and the COVID-19 pandemic have emphasised the need for authorities to be prepared for major unforeseen events. Adequate insurance cover combined with appropriate levels of reserves will enable authorities to manage the demands placed on them in such circumstances.

There is no set formula in determining the appropriate level to be held but a common approach we have adopted is to consider a percentage of the Net Expenditure Budget over

a period; we have set 8.5% (reduced from 10%) to cover a year and half giving £3.5m. To this we have added £1m as additional headroom.

**Budget proposals for 2025/26 propose the General Fund Balance adopted range is £3.5m to £4.5m realising £300k back to the General Fund.**

## **6.9 Fees & Charges Schedule**

The 2026/27 Fees & Charges Schedule is appended to this report, this lists the current charges in place and the proposed charges for next year. The related income has been included in the draft budget, and the schedule and associated charges are to be approved as part the budget process. In the main charges are increased in line with inflation, a review has been undertaken on Home Safeguard charges which has amended charges for differing areas and car parks have remained unaltered from current charging rates (inflation being applied every other year to implement whole number increases).

## **7. Budget Strategy and future years**

The 2026/27 budget has been formulated based on the Financial Strategy, the MTFP Risk Reserve has been utilised in 2026/27 by £0.9m to balance the budget. If members wish to add any of the special item requests into the budget, then there will be an additional call on this Reserve.

The draft budget (excluding special items) will leave £2.8m in the Risk Reserve, to which the uncommitted balance of £1.8m (sum to be confirmed) of the Transformation Fund is to be added to support future budget deficits, with a further £1m of the General Fund Balance headroom that can also be included in 2027/28. Giving total reserves in the order of £5.6m.

Currently we have an estimated budget deficit of £2.8m for 2027/28 (excluding the effect of any special item inclusion in the 2026/27 budget), if LGR is delayed, then there is an estimated budget deficit of £4m in 2028/29. So, taking the position 2027-2029 this gives a budget deficit of £6.8m, should this be the case the savings required after using remaining reserves will equate to £1.2m, which could be achievable without radical service cuts. In setting the Financial Strategy members were very wary of the risk of an LGR delay and the Council having to face a financial cliff edge in 2028/29.

The position on reserves will need to be reassessed with a revised MTFP in early summer 2026 when there is more certainty on LGR.

## **8. Housing Revenue Account Budget**

### **8.1 Housing Revenue Account (HRA) Overview & Introduction**

Below is an overview of the Housing Revenue Account (HRA) with prescribed categories of expenditure and income giving the proposed budgetary implications for 2026/27.

The HRA records expenditure and income on running the council's own housing stock and related services or facilities, which are provided primarily for the benefit of the council's own tenants. The HRA is a ringfenced account within the General Fund with strict legal and accounting rules to maintain separation from the General Fund. The HRA Account must always remain in surplus, and this must be considered when setting each year's budget and when planning for the future.

The HRA consists of capital and revenue elements. Capital is typically asset enhancing items such as kitchens, bathrooms, windows etc or a project of more minor works to multiple properties. Revenue is typically low-level repairs and maintenance with regards to spend on assets plus staff and service costs, overheads etc. The Council is allowed to borrow to fund capital expenditure, but not revenue without specifically required central government permission.

## **8.2 Revenue Budget**

The following outlines the key budget areas, headline figures and comparatives for the HRA in 2026/27 v 2025/26. The general spending categories below are set by the Chartered Institute for Public Financial Accountancy (CIPFA) with a brief summary of what is included in each.

### **8.2.1 Income**

The primary sources of income for the HRA are rents on dwellings, garage income and other income including service charges. Rent on dwellings has been increased by the central government recommendation of September CPI +1% (3.8%+1% = 4.8%) with the remaining income streams also appropriately inflated. The forecast income is expected to be:

- £22.77m for dwellings, an increase of £1.1m year on year
- A decrease of £0.07m for garages due to the poor state of repair although future investment has been included to improve income projections going forward.
- £0.92m for other income, an increase of £0.18m which includes both an inflationary uplift and additional charges.

### **8.2.2 Repairs and Maintenance (R&M)**

This includes all major expenditure which falls into the revenue category and is segregated into general or responsive R&M and planned R&M, the vast majority of which is covered by our Integrated Asset Management contract (IAMC) with Ian Williams Ltd.

- General or responsive R&M generally results from issues that have been raised by tenants for resolution and can vary from incredibly simple jobs such as fixing a tap to much more complicated involved issues to address. These more complex issues, upon surveying, may well become asset enhancing and therefore would be moved to the Capitalised responsive repairs and maintenance budget.
- Planned R&M includes the more routine or cyclical in nature works such as decoration, planned minor works and compliance related testing and servicing.
- The budgeted spend on Repairs and Maintenance as a whole is approximately £6.26m, a decrease of £0.57m, to be achieved by improved contract management now that the Property & Asset team recruitment issues have been resolved.

### **8.2.3 Supervision & Management (S&M)**

The S&M section of the HRA covers a wide variety of costs related to the management and administration of council-owned housing. Key types of expenditure include;

- All HRA direct staffing costs including training, development etc with regards to the day to day activities, management and administration of the service.
- Property Management costs – supervision of repairs, managing of empty properties and development of strategic property decisions.
- External Services & Overheads – including consultants' costs and recharges from the general fund for shared services such as IT, Legal Services, Accountancy etc
- The budget for Supervision & Management as a whole in 2026/27 is £9.2m an increase of £0.54m v 2025/26. The main driver of the increase is inflationary, plus



additional roles required to achieve proactive contract management, the long-term savings from which are expected to outweigh the cost increases.

#### 8.2.4 Other expenditure/Special Services

This section mainly includes the budgets for tenant engagement related activities such as the Tenant Participation and Community Development teams as well as special services that the Council must provide with regards to tenants. The most notable of this latter category is the decanting of tenants to temporary accommodation when major works are being undertaken and their Council dwelling is uninhabitable. The forecast expenditure is expected to be £1.41m an increase of £0.25m on the prior year.

#### 8.2.5 Capital Charges

The two entries within this section of HRA expenditure are;

- Changes to the bad debt provision – this is difficult to predict and in the past when reviewing the actual movements has not been material therefore no entry has been made.
- Depreciation/Major Repairs Reserve/Revenue Contribution to Capital – the HRA guidelines require the council to make in effect what is a revenue contribution to capital which is equivalent to the amount of depreciation calculated on the council dwellings in that financial year. A £2.11m contribution has been included for 2026/27, materially consistent with the prior year.

#### 8.2.6 HRA Financing

In order to calculate the financing requirements an expected revenue and capital outturn for the current 25/26 year needs to be estimated. The current view is that the revenue account will be as budgeted, however, the Capital Programme expects slippage of approximately £5.2m, with results in an anticipated borrowing requirement of £9.3m for 25/26 which has been fed into the below calculations.

The 26/27 HRA financing budget can be split into the following 3 specific areas;

- **Debt Financing**
  - As at 31<sup>st</sup> March 2025, the principal amount of debt the HRA owed was £92.5m, with all additional borrowing and refinancing requirements since the 21/22 year-end funded by temporary General Fund loans.
  - Including the 25/26 outturn estimate and using short term PWLB rates of 4.5% for temporary borrowing (including certainty and HRA basis point reliefs), a debt financing burden of £3.56m is expected for 26/27.
- **Interest Income**
  - The 2025/26 budget contained a conservative estimate of £0.24m. With the anticipated reduction in the right to buy receipts reserve through acquisitions, and with only the £0.25m annual HRA reserve contribution as an offset, a reduction of £41k to £0.19m is included for 26/27.
- **Movement in Reserves**
  - As stated in the 2024/25 budget, an agreed annual contribution to the HRA balance is to be made each year of £0.25m, to reinstate the HRA balance to the adopted level of £3.1m.
  - In 26/27, the revenue surplus is anticipated to be fully utilised to finance some of the capital expenditure in year, reducing the 26/27 borrowing requirement and subsequent interest burden while rates are considered to be high and due to fall. An increase of £1.3m, to £1.5m, has been included within 26/27.

### 8.2.7 Table of Movements

The following table shows the movements described above and the overall impact they have upon the 2026/27 budget in comparison with 2025/26.

INCOME	BUDGET		
	25/26	26/27	Diff
Dwelling Income	-21,659,900	-22,765,997	-1,106,097
Garage Income	-262,800	-194,318	68,482
Other Income	-743,230	-922,330	-179,100
	-22,665,930	-23,882,645	-1,216,715

EXPENDITURE	BUDGET		
	25/26	26/27	Diff
REPAIRS & MAINTENANCE	6,833,867	6,261,914	-571,953
SUPERVISION & MANAGEMENT	8,668,279	9,218,740	550,461
OTHER EXPENDITURE	1,154,351	1,408,673	254,323
CAPITAL CHARGES	2,068,870	2,110,250	41,380
	18,725,367	18,999,578	274,211

FINANCING	BUDGET		
	25/26	26/27	Diff
Debt Financing	3,256,608	3,555,072	298,464
Interest Income	-235,000	-194,000	41,000
Reserve/Capital Contribution	250,000	1,521,996	1,271,996
	3,271,608	4,883,068	1,611,459

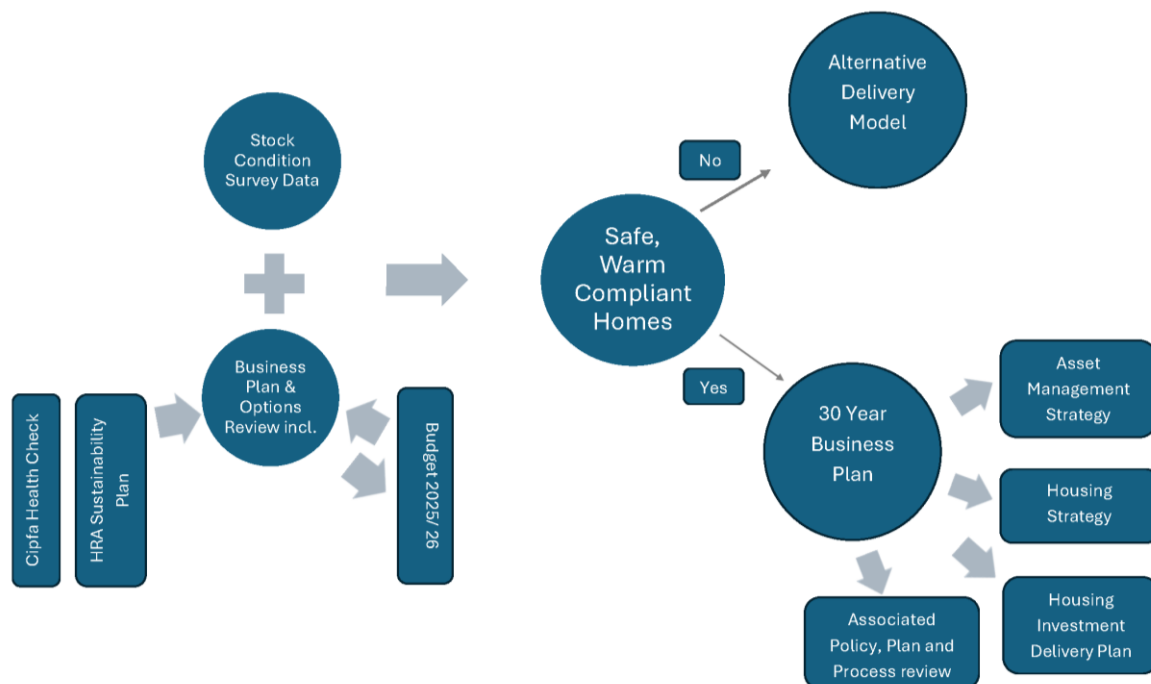
HRA Account	BUDGET		
	25/26	26/27	Diff
Surplus/Deficit	-668,955	0	668,955

### 8.2.9 HRA Future Financial Pressures

The Housing Revenue Account is currently considered to be stable but continues to face, significant financial pressure in the medium to longer term. These pressures arise from a range of factors including a high stock investment requirement, increased consumer and regulatory standards including new legal duties relating to Damp & Mould etc, general inflation, net zero expectations, disrepair claims, complaint resolution, high void and decant costs and other issues. Similar cost pressures are being seen in other stock holding local authorities.

### 8.2.10 HRA Strategic Plan

In recognition of the above, the Council has developed a strategic plan to address these immediate pressures and ensure a long-term sustainable business model is in place to ensure we can provide safe, warm and regulatory compliant homes. This plan includes a series of interlinked plans, workstreams and strategies as set out in the diagram below.



A Financial Sustainability / Efficiency Plan is in place to address and respond to the short-term financial pressures facing the HRA. This plan sets out a range of measures to increase income and deliver savings over the next 5 years and includes recommendations from the Chartered Institute of Public Finance & Accountancy (CIPFA), who undertook Health Check of the HRA in 2024/25.

Savills, a market leading property consultancy, have also undertaken a Business Plan and Options review. This has led to the development of a 30 year Business Plan Financial Model which underpins immediate and longer term budget setting decisions. This model underpins budget setting for 2026/27 and will form the basis of a formally published 30 Business Plan in 2026.

An Asset Management Strategy is also under development and will outline investment priorities over the medium term. This will reflect the findings of the Stock Condition Survey completed in 2025 and will outline how the Council will effectively manage its assets ensuring investment is targeted and efficient.

## Performance Against HRA Business Plan Model & Efficiency Targets

In order to support the required level of borrowing for stock maintenance and investment, the HRA needs to reduce revenue expenditure by 15%, or in cash terms by around £2.6m. Whilst achievable, this scale of reduction is challenging. Savings and revenue reductions will be sought over a 5-year period with a 2.5% reduction in expenditure in each of the next 4 years, followed by a 5% reduction in year 5. Reductions formally commence in the 26/27 budget year and continue through the period of a potential transition to a new authority under Local Government Reorganisation. It is assumed that any new authority may result in a merger of other HRA's, resulting in significant efficiencies.

Savings will be split across Management & Supervision and Repairs & Maintenance i.e. the main constituent elements of revenue expenditure.

The HRA Business Plan Model establishes key financial targets for income and expenditure over a 30 year period, taking account of planned savings. The headline 2026/27 budget position against the Business Plan targets is shown in the table below.

Budget Area	2026/27 Budget	Business Plan Target	Difference
Income	£23,882,645	£23,742,489	+ £140,156
Total HRA Costs	£18,999,578	£19,507,127	-£507,549
Net Position (Income minus Costs)	£4,883,068	£4,235,362	+ £647,705

NB - net position before capital financing cost etc

Overall HRA income is expected to be £140k above the Business Plan Target. The majority of the increase arises from a planned increase in service charge income.

Total HRA costs are budgeted to be c. £518k below the Business Plan Target. The majority of saving in the current year derive from a reduction in repairs expenditure from improved contract management.

The overall 2026/27 budget achieves a net positive position of + £658k above the Business Plan Target.

### 8.3 2026/27 Proposed Capital Budget Priorities

Our Capital investment priorities for 2026/27 have been influenced and informed by the Stock Condition Survey and Business Plan Review and include.

- Addressing Category 1 & 2 Hazards
- Tackling Damp & Mould
- Continuing to ensure Regulatory Compliance
- Increasing the number of Decent Homes
- Reduced responsive repairs through planned investment programmes.
- Addressing major repair works
- Reducing void turnover times
- Development & Acquisition of new affordable homes.

#### 8.3.1 Proposed Capital Programme 2026/27

The following Table outlines the proposed capital programme for 2026/27, categorised by their appropriate programme areas, compared with the current 2025/26 budget.

Programme Area	Project / Programme	25/26 Budget	26/27 Budget	Diff
Affordable Homes	Acquisitions & Development	750,000	5,000,000	4,250,000
Housing Compliance	Asbestos Capital Works	0	61,200	61,200
	CO & Detection	500,000	320,400	-179,600
	Fire Doors	200,000	204,000	4,000
	FRA Actions	1,650,000	255,000	-1,395,000
	Radon	150,000	153,000	3,000
	Sewerage Plants	500,000	512,816	12,816
General Housing Programmes	Disrepair And Complaints	1,500,000	459,000	-1,041,000
	Lad Mop-Up	2,099,520	765,000	-1,334,520
	Social Serv Adaptations	700,000	714,050	14,050
	Capital Major Works	3,681,261	4,059,073	377,812
Major Repairs	Capitalised Responsive Repairs	1,000,000	837,216	-162,784
	Electrical Updating	700,000	856,800	156,800
	Gas Boilers Replacement	750,000	510,000	-240,000
	Heating Upgrades	150,000	510,000	360,000
	Voids	2,250,000	1,071,000	-1,179,000
	Pvcu Fascia Replacement	150,000	306,000	156,000
	Replacement Bathrooms	400,000	255,000	-145,000
	Replacement Kitchens	1,300,000	573,750	-726,250
	Roofing Renewal	264,000	408,000	144,000
	Windows	416,000	382,500	-33,500
TOTAL		19,110,781	18,213,805	-896,976

### 8.3.2 HRA Capital Programme Overview

#### **Affordable Homes Programme (AHP - The Build & Buy Plan) £5m**

The Housing Revenue Account (HRA) will continue to play a central role in delivering the Council's ambitions for increasing the supply of high-quality, affordable homes. To support this, a dedicated Development Capital Financing Strategy has been established to guide how investment in new housing development and acquisition is prioritised, funded, and managed over the medium term. This will be appended to the Council's Capital Strategy for adoption by Council in February.

The Financing Strategy underpins the Council's Build and Buy Plan, enabling a programme of new-build delivery and strategic property acquisitions with up to £60 million of prudential borrowing to deliver 500 homes over the next five years. This borrowing capacity provides the financial headroom required to progress schemes that enhance the HRA's long-term sustainability, meet housing need, and contribute to wider estate regeneration objectives.

All capital financing decisions will be taken on a scheme-by-scheme basis, ensuring that each proposal is subject to robust appraisal and governance. Schemes will only proceed where they are demonstrably affordable and viable when tested against the Business Plan Financial Model, and where they align fully with the parameters and risk tolerances set out within the Capital Financing Strategy.

This framework ensures that borrowing is responsibly managed, that investment contributes positively to the overall performance of the HRA, and that the Build and Buy programme progresses in a financially sustainable and strategically coherent manner.

### **Housing Compliance (£1.5m)**

The Council has a duty to ensure our homes meet the required legal and regulatory compliance standards. Our compliance work includes capital expenditure to remediate fire risks, undertake programmes of co2 and smoke detection installations and other similar capital expenditure. Areas such as servicing and testing of existing compliance equipment are non-capital works and accounted for within the Revenue budget.

### **HRA Capital Programme – General (£6.0m)**

The Capital Programme – General, includes the following items

- **Disrepair And Complaints**  
Capital expenditure on disrepair and complaints is forecast to amount to £2.15m during 2024/25 and includes essential repairs work. Expenditure in this area is forecast to reduce in 2025/26 as planned programmes address issues with stock condition resulting in a reduction in disrepair and complaints.
- **Social Services Adaptations**  
This includes major adaptations including remodelling, accessible bathrooms, stairlifts etc to provide suitably adapted accommodation for our residents.
- **LAD - Programme Completion**  
The LAD is a programme of improvement works focused on energy efficiency to an identified number of properties for which the Council received partial government funding. The budget provides the necessary capital to complete the programme and meet our obligations under the grant funding award.
- **Capital Major Works**  
This programme includes specific Major Projects allocated to a specific property, group of properties or block of flats. These items range widely in nature and cover a multitude of issues from whole block refurbishments to items identified in specific properties which if left unresolved may result in health and safety issues for tenants.

### **Major Repairs £5.7m**

The major repairs capital budget includes expenditure for our major repairs programme such as windows, doors, kitchens etc alongside repairs to void properties and some responsive repair costs.

#### **8.3.3 Additional Borrowing Implications excluding Affordable Housing - Build and Buy**

The impact of the above capital programme will add an additional £9.5m borrowing requirement to the HRA after applying the following funding streams to the £13.2m Capital Expenditure figure;

- £0.26m unringfenced RTB receipts
- £2.1m depreciation related/Major Repairs Contribution
- £1.3m capital contribution from revenue

### 8.3.4 Potential In Year Variations/Virements

The recent stock condition survey provides the necessary stock intelligence to develop a robust Business Plan and Asset Management Strategy. This will enable future investment to be targeted efficiently and effectively to address identified issues and maintenance requirements. Whilst this data has played a key role in determining capital investment priorities for 2026/27, work on the Asset Management Strategy is ongoing and may result in a change in priorities during the year. For example, this may include an increase in capital expenditure in one area and a reduction in another. Any changes will however be within the overall cost envelope of the approved capital programme budget.

### 8.3.5 Risks & Future Implications of the Capital Programme

It should be noted that the proposed capital programme amounts to a significant investment in the Council's housing stock. This investment will result in a substantial level of additional borrowing and an increase in the overall HRA Debt burden. The servicing of this debt will be met from within the HRA Revenue Budget and therefore create further pressure on revenue in future years. This additional interest expense burden will be offset by efficiencies, savings, income generation and strategic asset disposals.

## 9 Council's Overall Capital Programme

### The Financial Picture

- 4.1 The draft Capital Programme for 2026/27, excluding the Build and Buy plan, the funding mix of which is to be determined, after in year available resources are used, gives an overall net expenditure of £11.779m with a net funding need of £7.913m; comprising £9.637m HRA and a net forward funding position of £1.724m on the General Fund due to the receipt of external funding in year. The funding position across years will be managed in the most efficient manner considering the Council's overall Treasury Management position.
- 4.2 Any underfunded capital is factored into the Council's Minimum Revenue Provision (MRP) calculation (the amount required to be charged to the revenue account for unfunded capital) in line with the Council's MRP Policy. In addition, there will either be interest on any external loans required to be factored in, or the loss of investment interest on any internal borrowing used. This has been factored into the 2026/27 draft budget. The HRA is not required to charge MRP, instead a depreciation charge annually to the account.
- 4.3 The preparation of the draft Capital Budget has been directed by the Budget Setting & Allocation Panel who met on 1<sup>st</sup> December 2025 to consider scheme proposals. The Panel considered funding resources available, and details of each scheme proposed. A total of £1.577m was approved to be included in the 2026/27 programme. Minutes of this meeting are presented to Cabinet.

## Draft Capital Budget 2026/27

4.4 The budget book details the draft capital programme for 2025/26 to 2029/30.

4.6 A summary of the capital funding position is given below:

Capital Programme Financing	2025/26	2026/27	2027/28	2028/29	2029/30
Budget	Budget	Budget	Budget	Budget	Budget
£	£	£	£	£	£
Net Expenditure to be Financed (GF & HRA)	28,096,665	16,778,902	6,368,143	1,534,297	264,547
	28,096,665	16,778,902	6,368,143	1,534,297	264,547
<b>Financing:</b>					
In year capital receipts General Fund	(329,800)	(200,000)	(200,000)	(200,000)	(200,000)
3rd Party Loan repayments	(85,843)	(89,071)	(839,742)	(163,089)	(161,639)
GF Capital Receipts Reserve	0	0	0	0	0
<b>General Fund Capital Receipts</b>	<b>(415,643)</b>	<b>(289,071)</b>	<b>(1,039,742)</b>	<b>(363,089)</b>	<b>(361,639)</b>
HRA Released RTB and Misc Capital Receipts	(2,163,590)	(256,208)	0	0	0
HRA additional capital contribution	0	(1,210,153)	0	0	0
HRA Cont "Depn"	(2,000,000)	(2,110,250)	0	0	0
<b>HRA funding</b>	<b>(4,163,590)</b>	<b>(3,576,611)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>New Homes Bonus Funding</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Affordable Housing Build & Buy Funding		(5,000,000)			
Net (internal borrowing) / Transfer to Capital Reserves balance	(23,517,433)	(7,913,220)	(5,328,401)	(1,171,208)	97,092
<b>GF Loans/Internal Borrowing</b>	<b>(23,517,433)</b>	<b>(12,913,220)</b>	<b>(5,328,401)</b>	<b>(1,171,208)</b>	<b>97,092</b>
<b>Total Funding</b>	<b>(28,096,665)</b>	<b>(16,778,902)</b>	<b>(6,368,143)</b>	<b>(1,534,297)</b>	<b>(264,547)</b>
<b>Shortfall / (Surplus)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

4.7 The gross draft capital budget for 2026/27 totals £24.270m, external funding totalling £11.779m: comprising £3.577m HRA, £7.491m GF direct funding and £0.289m GF indirect funding, Affordable Housing Build & Buy Funding of £5m, with the unfunded amount being £7.913m. There continues to be no New Homes Bonus (NHB) or significant capital receipts/reserves available to fund the capital programme.

## **5 Other Balances & Reserves available to the Council**

5.1 The Council holds a number of earmarked reserves set aside for specific purposes, the use of such reserves in the 2026/27 draft budget are detailed in the budget book for members' information.

## **6. Robustness of estimates and adequacy of reserves**

6.1 This part of the report deals with the requirement of Section 25 (2) of the Local Government Act 2003 in that the Council's Chief Finance Officer (CFO) must report on the robustness of the estimates included in the budget and the adequacy of reserves for which the budget provides.

6.2 In terms of the robustness of the estimates, all known factors have been considered and the financial implications have been assessed at the point of preparation. Various budget assumptions have been made including the treatment of inflation and interest rates, estimates on the level and timing of capital receipts, the treatment of demand led pressures, the treatment of planned efficiency savings/productivity gains and levels of income, financial risks inherent in any new arrangements and capital developments and the availability of



funds to deal with major contingencies and the need for any provisions. In each of these areas the Council's financial standing, management and track record have been considered in order to prepare robust budget proposals.

- 6.3 The proposed draft budgets for 2026/27 maintain both the General Fund balance and the Housing Revenue Account balance at agreed levels provided actual net expenditure is at, or below, the level forecast. Continuous monitoring and reports to Cabinet will highlight and make recommendations on any corrective action necessary to achieve this during 2026/27. The position on these Balances will be considered again at the 2025/26 Outturn stage when the final year end position is known.

## **7. Prudential Code**

- 7.1 The Local Government Act 2003 also requires under regulation for local authorities to have regard to the Prudential Code for Capital Finance in Local Authorities, issued by the Chartered Institute of Public Finance and Accountancy (CIPFA) when setting and reviewing their affordable borrowing limit.
- 7.2 The key objective of the Code is to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable. A further key objective is to ensure that treasury management decisions are taken in accordance with good professional practice and in a manner that supports prudence, affordability and sustainability.
- 7.3 To demonstrate that local authorities have fulfilled these objectives, the Prudential Code sets out the indicators that must be used and the factors that must be taken into account. These indicators will be presented to the next Cabinet meeting when a recommendation will be made on the budget for 2026/27, Council Tax levy and Council House Rents.
- 7.4 A Capital Strategy is required to be approved by Council annually to consider any investment property the Council holds or likely to hold, what this means in terms of financial exposure and risk. This will be presented along with the documents above at the next Cabinet for onward approval by Council in February 2026.

## Appendix 2

EAST DEVON DISTRICT COUNCIL - FEES & CHARGES 2026/27				
Service	Area	Description	Actual 2025/26	Proposed Charge 2026/27
Env Health	HMO	Numbers of occupants in accommodation Up to 5 occupants	£ 600.00	£ 600.00
Env Health	HMO	6 or more occupants*	£ 800.00	£ 800.00
Env Health	HMO	Re-licencing fees (with no material changes) Up to 5 occupants	£ 500.00	£ 500.00
Env Health	HMO	Re-licencing fees (with no material changes) 6 or more occupants*	£ 700.00	£ 700.00
Env Health	Private Water	All Sampling Visits Private Water Supply Regulation 2016	£ 85.00	£ 90.00
Env Health	Private Water	Risk Assessment (each visit) £314 + the cost of sample analysis.	£ 306.00	£ 314.00
Env Health	Private Water	Investigation following failure: £102.50 minimum (to cover administration and travel),* plus £26 per hour spent on site and the cost of sample analysis	£ 100.00	£ 102.50
Env Health	Private Water	Granting Authorisations £51.25 minimum (to cover administration and travel) + * £26 per hour spent on site.	£ 50.00	£ 51.25
Env Health	Private Water	*Additional Hours	£ 25.00	£ 26.00
Env Health	Park Homes Check	Fit and proper person for park homes and residential homes covered by separate policy	£ 346.00	£ 346.00
Env Health	Immigration Visit	The fee for this service is £170 and is taken to cover officers time in conducting the inspection and producing the inspection letter.	£ 170.00	£ 170.00
Streetscene	Memorial benches	New bench with plaque (exclusive use) 10 Years	£ 1,386.00	£ 1,427.58
Streetscene	Memorial benches	Shared bench (up to 3 plaques) 10 Years	£ 605.00	£ 623.15
Streetscene	Memorial benches	Wall plaque 10 Years	£ 433.00	£ 445.99
Streetscene	Memorial benches	Bench touch up/repair - Per Bench	£ 100.00	£ 103.00
Streetscene	Memorial benches	Plaque touch up - Per Plaque	£ 20.00	£ 20.60
Streetscene	Memorial benches	Plaque only	£ 95.00	£ 97.85
Streetscene	Memorial Trees	Memorial tree (includes purchase, planting & 6 month follow up)	£ 282.00	£ 290.46
Streetscene	Sports Pitches	Football/Rugby Youth - Per match weekday	£ 55.00	£ 56.65
Streetscene	Sports Pitches	Football/Rugby Adult - Per match weekday	£ 70.00	£ 72.10
Streetscene	Sports pitches	Football/Rugby - Youth per match weekend	£ 55.00	£ 56.65
Streetscene	Sports pitches	Football/Rugby - Adult per match weekend	£ 70.00	£ 72.10
Streetscene	Sports pitches	Football/Rugby - Youth Full Season (36 max)	£ 1,066.00	£ 1,098.00
Streetscene	Sports pitches	Football/Rugby - Adult Full Season (36 max)	£ 1,599.00	£1647.00
Streetscene	Sports pitches	Football/Rugby - Youth ½ season (18 max)	£ 641.00	£ 660.23
Streetscene	Sports pitches	Football/Rugby - Adult ½ season (18 max)	£ 960.00	£ 988.80
Streetscene	Sports pitches	Football/Rugby - Changing Rooms	Inc	Inc
Streetscene	Sports pitches	Other (Cricket/Archery) - Per match (any day)	£ 62.00	£ 63.86
Streetscene	Sports pitches	Other (Cricket/Archery) - Changing Rooms (cricket / Other)	£ 41.00	£ 42.23
Streetscene	Sports pitches	Sidmouth Rugby Club Season ticket for Changing rooms usage (Annual unlimited use ticket)	£ 1,000.00	£1000.00
Streetscene	Allotments	Per 25 sqm	£ 10.40	£ 10.71
Streetscene	Allotments	Water charge up to 100 sqm	£ 8.80	£ 9.06
Streetscene	Allotments	Water charge between 100 and 200 sqm	£ 14.16	£ 14.58
Streetscene	Allotments	Water charge over 200 sqm	£ 25.00	£ 25.75
Streetscene	Boats & Winches	Boat & winch registration	£ 101.00	£ 104.00
Streetscene	Boats & Winches	Kayak/paddleboard registration	£ 32.50	£ 33.48

Streetscene	Boats & Winches	Weekly holiday registration per week (kayaks and paddleboards)	£ 10.00	£ 10.00
Streetscene	Boats & Winches	Weekly holiday registration per week (boats)	£ 5.00	£ 5.00
Streetscene	Beach huts	<b>Beer</b> (East Beach, Far East and West Beach)	£ 738.00	£ 760.00
Streetscene	Beach huts	<b>Beer</b> (East Shelf)	£ 1,046.00	£ 1,077.00
Streetscene	Beach huts	<b>Budleigh</b> (large site)	£ 585.00	£ 603.00
Streetscene	Beach huts	Budleigh (small site)	£ 509.00	£ 524.00
Streetscene	Beach huts	Exmouth (Chalet)	£ 2,468.00	£ 2,542.00
Streetscene	Beach huts	Exmouth (Beach hut)	£ 1,198.00	£ 1,234.00
Streetscene	Beach huts	Seaton (East Walk and West Walk)	£ 573.00	£ 590.00
Streetscene	Beach huts	Sidmouth	£ 1,222.00	£ 1,259.00
Streetscene	Beach huts	Budleigh BIC concession beach hut ( <b>small/weekly</b> )	£ 130.00	£ 130.00
Streetscene	Beach huts	Budleigh BIC concession beach hut ( <b>small/daily</b> )	£ 37.00	£ 37.00
Streetscene	Beach huts	Budleigh BIC concession beach hut ( <b>large/weekly</b> )	£ 155.00	£ 155.00
Streetscene	Beach huts	Budleigh BIC concession beach hut ( <b>large/daily</b> )	£ 42.00	£ 42.00
Streetscene	Filming and photography	Non refundable Admin fee	£50.00	£50.00
Streetscene	Filming and photography	Non refundable Late application fee (within 72 hours of filming)	£100	£100
Streetscene	Filming and photography	Student productions as part of a credited course	Free of charge	Free of charge
Streetscene	Filming and photography	Up to 5 cast/Crew	£250	£258
Streetscene	Filming and photography	Up to 5 cast/Crew	£400	£412.00
Streetscene	Filming and photography	Up to 5 cast/Crew	£150	£155
Streetscene	Filming and photography	5-15 cast/crew	£400	£412.00
Streetscene	Filming and photography	5-15 cast/crew	£650	£670
Streetscene	Filming and photography	5-15 cast/crew	£200	£206.00
Streetscene	Filming and photography	Crews over 16	POA	POA
Streetscene	Filming and photography	Exclusive use	POA	POA
Streetscene	Filming and photography	Use of drone whilst filming	£75 Additional fee	£78
Streetscene	Filming and photography	Not formally implemented awaiting T&C's before roll-out	First is free, after is £25 per change	First is free, after is £25 per change
Streetscene	Filming and photography	Educational (non commercial)	Admin fee only	Admin fee only
Streetscene	Filming and photography	Charity	50% off	50% off
Streetscene	Fitness/watersports licence	Admin fee- Per Application	£50	£50
Streetscene	Fitness/watersports licence	Registered Charity/ Social Enterprise - Admin fee only	Admin fee only	Admin fee only
Streetscene	Fitness/watersports licence	Fitness sessions 1 to 2 times per week - Per Annum	£275	£275
Streetscene	Fitness/watersports licence	Fitness sessions 3 to 4 times per week - Per Annum	£330	£330
Streetscene	Fitness/watersports licence	Fitness sessions 5 to 7 times per week - Per Annum	£440	£440
Streetscene	Fitness/watersports licence	Free to attend sessions - Admin Fee only	Admin fee only	Admin fee only
Streetscene	Fitness/watersports licence	Nordic Walking - Admin Fee only	Admin fee only	Admin fee only

Streetscene	Fitness/watersports licence	Open Water Swimming - Admin Fee only	Admin fee only	Admin fee only
Streetscene	Fitness/watersports licence	Watersports sessions 1 to 2 times per week - Per Annum	£330	£330
Streetscene	Fitness/watersports licence	Watersports sessions 3 to 4 times per week - Per Annum	£385	£385
Streetscene	Fitness/watersports licence	Watersports sessions 5 to 7 (and above) times per week - Per Annum	£550	£550
Streetscene	Events	Non-refundable administration fee for small events	£50+ VAT	£50+ VAT
Streetscene	Events	Non-refundable administration fee for medium events	£75+VAT	£75+VAT
Streetscene	Events	Non-refundable administration fee for large events	£100+VAT	£100+VAT
Streetscene	Events	Not formally implemented awaiting T&C's before roll-out	£50	£50
Streetscene	Events	Not formally implemented awaiting T&C's before roll-out	£75	£75
Streetscene	Events	Not formally implemented awaiting T&C's before roll-out	£100	£100
Streetscene	Events	Block booking discount	30%	30%
Streetscene	Events	Refundable Security Deposit* (returned as long as no damage to the land/impact on services after the event has taken place) - large	£750	£750
Streetscene	Events	Refundable Security Deposit* (returned as long as no damage to the land/impact on services after the event has taken place) - small	£200	£200
Streetscene	Events	Refundable Security Deposit* (returned as long as no damage to the land/impact on services after the event has taken place) - medium	£500	£500
Streetscene	Events	Local Charity or Social Enterprise (Based in Devon) - small event	Admin fee only	Admin fee only
		Local Charity or Social Enterprise (Based in Devon) - medium event	Admin fee only	Admin fee only
		Local Charity or Social Enterprise (Based in Devon) - large event	Admin fee only	Admin fee only
Streetscene	Events	National Charity or Social Enterprise - small event	£150 per day	£155
		National Charity or Social Enterprise - medium event	£200 per day	£206
		National Charity or Social Enterprise - large event	£300 per day	£309

Streetscene	Events	Armed Forces Day	NA	No fee for admin or land hire
Streetscene	Events	Small-scale sports event	£75 per day	£78
Streetscene	Events	Medium -scale sports event	£125 per day	£129
Streetscene	Events	Large scale sports event	£200 per day	£206
Streetscene	Events	Health Activities (commercial / ticketed e.g Yoga) - Per Hour	£20	£21
Streetscene	Events	Medium health activities (commercial) per hour	£25	£26
Streetscene	Events	Large health activities (commercial) per hour	£35	£37
Streetscene	Events	Educational Stall	Admin fee only	Admin fee only
Streetscene	Events	Community/educational event organised by an East Devon resident/business (not for profit)	Admin fee only - split S/M/L	Admin fee only split S/M/L
Streetscene	Events	Small community event not organised by an East Devon resident/business(not for profit)	£150 per day	£155
Streetscene	Events	Medium community event not organised by an East Devon resident/business(not for profit)	£200 per day	£206
Streetscene	Events	Large community event not organised by an East Devon resident/business(not for profit)	£300 per day	£309
Streetscene	Events	Small Fairs active days (small is 4 items and under)	£315 per day	£325
Streetscene	Events	Large Fairs active days (large is 5 items and above)	£410 per day	£423
Streetscene	Events	Circus active days	£410 per day	£423
Streetscene	Events	Promotional or Commercial events - Per Day	£395 per day	£407
Streetscene	Events	Ticket split option per ticketed based on capacity - Not formally implemented awaiting T&C's before roll-out	Year 1 - 25p Year 2 - 50p Year 3 - £1 Year 4 - £1.50 Year 5 + - £2.00	Year 1 - 25p Year 2 - 50p Year 3 - £1 Year 4 - £1.50 Year 5 + - £2.00
Streetscene	Events	Standing down days	All set up/stand down days are charged at 50% of the appropriate rate	All set up/stand down days are charged at 50% of the appropriate rate
Streetscene	Events	Promotional or Commercial market style stall (per stall per day for East Devon businesses) off peak	£60 per day	£62
Streetscene	Events	Promotional or Commercial market style stall (per stall per day for East Devon businesses) peak	£100 per day	£103
Streetscene	Events	Promotional or Commercial market style stall (per stall per day for National businesses) off peak	£100 per day	£103
Streetscene	Events	Promotional or Commercial market style stall (per stall per day for National businesses) peak	£150 per day	£155
Streetscene	Events	Markets (Monday - Thursday) off peak	£250 per day	£258
Streetscene	Events	Markets (Monday - Thursday) peak	£350 per day	£361
Streetscene	Events	Markets (Friday - Sunday) off peak	£350 per day	£361
Streetscene	Events	Markets (Friday - Sunday) peak	£500 per day	£515
Streetscene	Events	Sidmouth Folk Festival Trader fee	£600	£618
Streetscene	Events	Bandstand (no electric hook up) 8 performance block booking rate	£130	£134
Streetscene	Events	Bandstand (with electric hook up) 8 performances block booking rate	£200	£206
Streetscene	Events	Bandstand rate no electric - Single rate	£30 per day	£31
Streetscene	Events	Bandstand rate with electric - Single rate	£50 per day	£52
Streetscene	Events - Weddings	Booking fee to secure date - Not formally implemented awaiting T&C's before roll-out	£50 plus VAT	£50 plus VAT
Streetscene	Events - Weddings	Elopement (max 10 people)	£250	£250
Streetscene	Events - Weddings	Chair hire - elopement only	£50	£50

Streetscene	Events - Weddings	Chair hire cover - elopment only	£30	£30
Streetscene	Events - Weddings	Under 50 guests	£800	£800
Streetscene	Events - Weddings	50-100 guets	£1000	£1000
Streetscene	Events - Weddings	Over 100 guests	POA	POA
Streetscene	Events - Weddings	2 areas of the gardens	POA	POA
Streetscene	Events	Water hook up per day	£32.00	£32.00
Streetscene	Events	Electric hook up per day	£36.00	£36.00
Streetscene	Events	Key Deposit (Refundable)		
Streetscene	Events	Wheeled bin hire	£20 per bin, plus additional rates	£20 per bin, plus additional rates
Streetscene	Events	Transit size load of rubbish rates	£65 per collection minimum	£65 per collection minimum
Streetscene	Events	Operative rate (no vehicle)	£31 per hour	£31 per hour
Streetscene	Events	Team Leader/Maintenacne Tech/Event Support Officer Rate no vehicle	£40 per hour	£40 per hour
Streetscene	Events	Area Officer/Event Officer/grade 4 roles no vehicle	£50 per hour	£50 per hour
Streetscene	Events	Vehicle rate – on top of staffing rates	£10-£20 per hour POA	£10-£20 per hour POA
Streetscene	Events	Tractor– on top of staffing rates	£50 per hour	£50 per hour
Streetscene	Events	Beach rake– on top of staffing rates	£50 per hour	£50 per hour
Streetscene	Events	Assortment of Garden Games - Deposit	£50	£50
Streetscene	Events	Assortment of Garden Games - Per Game	£20	£25
Streetscene	Events	Overstay outside of consent period - Not formally implemented awaiting T&C's before roll-out	£400 per day	£400 per day exc any legal or other associated fees
Streetscene	Events	Cancellation by event organisers - Not formally implemented awaiting T&C's before roll-out	25% of fees due if cancelled within 90 days of event 50% of fees due if cancelled within 60 days of event 75% of fees due if cancelled within 30 days of No refund within one week of event	25% of fees due if cancelled within 90 days of event 50% of fees due if cancelled within 60 days of event 75% of fees due if cancelled within 30 days of No refund within one week of event
Streetscene	Events	Fee for non essential vehicles left on site – per day - Not formally implemented awaiting T&C's before roll-out	£55 per car £105 per van £160 for 7.5t truck or larger vehicles	£55 per car £105 per van £160 for 7.5t truck or larger vehicles
Streetscene	Public Toilets	Pay to use fee. Per use.	£0.40	£0.40
Streetscene	Schedule 2 Waste Collections	180 Litre - No Disposal Charge	£ 217.00	£ 224.00
Streetscene	Schedule 2 Waste Collections	240 Litre - No Disposal Charge	£ 308.00	£ 317.00
Streetscene	Schedule 2 Waste Collections	660 Litre - No Disposal Charge	£ 587.00	£ 605.00
Streetscene	Schedule 2 Waste Collections	1100 Litre - No Disposal Charge	£ 858.00	£ 884.00
Streetscene	Schedule 2 Waste Collections	180 Litre - With Disposal Charge	£ 300.00	£ 309.00
Streetscene	Schedule 2 Waste Collections	240 Litre - With Disposal Charge	£ 421.00	£ 434.00
Streetscene	Schedule 2 Waste Collections	660 Litre - With Disposal Charge	£ 894.00	£ 921.00

Streetscene	Schedule 2 Waste Collections	1100 Litre - With Disposal Charge	£ 1,366.00	£ 1,408.00
Streetscene	Schedule 2 Waste Collections	Recycling Box - Replacement Containers	£ 8.50	£ 8.50
Streetscene	Schedule 2 Waste Collections	Recycling Sack - Replacement Containers	£ 6.00	£ 6.00
Streetscene	Schedule 2 Waste Collections	Outdoor Caddy - Replacement Containers	£ 8.50	£ 8.50
Streetscene	Schedule 2 Waste Collections	Indoor Caddy - Replacement Containers	£ 5.00	£ 5.00
Streetscene	Schedule 2 Waste Collections	Wheeled bin - Replacement Containers	£ 32.50	£ 32.50
Streetscene	Recycling and Waste	Additional Refuse Collection - 10 bags	£ 50.00	£ 50.00
Streetscene	Recycling and Waste	Additional Refuse Collection - 20 bags	£ 100.00	£ 100.00
Streetscene	Recycling and Waste	Additional Refuse Collection - 30 bags	£ 150.00	£ 150.00
Streetscene	Recycling and Waste	Green Waste - Per Bin	£ 55.00	£ 65.00
Streetscene	Recycling and Waste	Bulky Household Collections - 1-3 items	£ 60.00	£ 60.00
Streetscene	Recycling and Waste	Bulky Household Collections - Per item after 3 (to a max of 10)	£ 15.00	£ 15.00
Streetscene	Recycling and Waste	Dog / Litter Bin Collections - Town/Parish - Per Collection	£ 4.00	£ 4.25
Manor Pavilion	Manor Pavilion Theatre	Morning or Afternoon	£ 122.00	£ 126.00
Manor Pavilion	Manor Pavilion Theatre	Evening	£ 389.00	£ 400.00
Manor Pavilion	Manor Pavilion Theatre	All Day	£ 507.00	£ 522.00
Manor Pavilion	Manor Pavilion Theatre	Weekly	£ 1,415.00	£ 1,457.00
Manor Pavilion	Arts Centre	Morning or Afternoon	£ 57.00	£ 59.00
Manor Pavilion	Arts Centre	Evening	£ 90.00	£ 93.00
Manor Pavilion	Arts Centre	All Day	£ 162.00	£ 167.00
Manor Pavilion	Arts Centre	Weekly	£ 562.00	£ 578.00
Manor Pavilion	Lounge/Bar Area	Morning or Afternoon	£ 56.00	£ 58.00
Manor Pavilion	Bar	Additional Charges after 11pm - per hour or part	£ 75.00	£ 80.00
Manor Pavilion	Manor Pavilion Theatre	Additional charge for Public and Bank holidays when venue open to the public	Add an additional All day rate	Add an additional All day rate
Manor Pavilion	Arts Centre	Additional charge for Public and Bank holidays when venue open to the public	Add an additional All day rate	Add an additional All day rate
Manor Pavilion	Manor Pavilion Theatre	Commercial Rates	subject to negotiation with manager	subject to negotiation with manager
Manor Pavilion	Performing Rights	Dance Display For 250 Seats	set by PRS	set by PRS
Manor Pavilion	Performing Rights	Dance Display For 277 Seats	set by PRS	set by PRS
Manor Pavilion	Performing Rights	Classical/Light Classical Concert 4.8% of Takings but Minimum charge	set by PRS	set by PRS
Manor Pavilion	Performing Rights	Classical/Light Classical Concert For first 50 Persons	set by PRS	set by PRS
Manor Pavilion	Performing Rights	Classical/Light Classical Concert For first 50 Persons	set by PRS	set by PRS
Manor Pavilion	Performing Rights	Variety Show/Pantomime 2% of Box Office Receipts - Total Box Office Receipts to be notified within 7 days of the performance	set by PRS	set by PRS
Manor Pavilion	Performing Rights	Light Popular Concert/Band Concert 2% of Box Office Receipts - Total Box Office Receipts to be notified within 7 days of the performance - Minimum Charge	set by PRS	set by PRS
Licensing	Burial Services and Fees	Internment of the body of a stillborn child or child under 16 years	£ -	£ -
Licensing	Burial Services and Fees	Internment of body exceeding 16 years	£ 540.00	£ 540.00
Licensing	Burial Services and Fees	Woodland burial	£ 957.00	£ 957.00
Licensing	Burial Services and Fees	Internment of cremated remains	£ 180.00	£ 180.00
Licensing	Burial Services and Fees	Scattering of cremated remains	£ 140.00	£ 140.00
Licensing	Burial Services and Fees	Exclusive right of burial of the body of a stillborn child or child under 16 years	£ -	£ -
Licensing	Burial Services and Fees	Exclusive right of burial of body exceeding 16 years in grave size 9ft x 4ft	£ 957.00	£ 957.00
Licensing	Burial Services and Fees	Extension to burial rights in a grave size 9ft x 4ft - 10 Years	£ 200.00	£ 200.00

Licensing	Burial Services and Fees	Exclusive right of burial in an ashes plot for remains of deceased exceeding 16 years	£ 225.00	£ 225.00
Licensing	Burial Services and Fees	Extension to burial right in ashes plot - 10 Years	£ 65.00	£ 65.00
Licensing	Burial Services and Fees	Headstone – not in lawn cemeteries	£ 191.00	£ 191.00
Licensing	Burial Services and Fees	Flat stone – not in lawn cemeteries	£ 191.00	£ 191.00
Licensing	Burial Services and Fees	Footstone – not in lawn cemeteries	£ 191.00	£ 191.00
Licensing	Burial Services and Fees	Kerbstones or border stones – not in lawn cemeteries	£ 191.00	£ 191.00
Licensing	Burial Services and Fees	Vase	£ 90.00	£ 90.00
Licensing	Burial Services and Fees	Tablet on any grave	£ 90.00	£ 90.00
Licensing	Burial Services and Fees	Each additional inscription	£ 90.00	£ 90.00
Licensing	Burial Services and Fees	Child's headstone	£ -	£ -
Licensing	Burial Services and Fees	Erection of wall plaque in Garden of Rest in Sidmouth or Seaton Cemetery	£ 198.00	£ 198.00
Licensing	Burial Services and Fees	Every Search	£ 31.00	£ 31.00
Licensing	Burial Services and Fees	Every certified copy of any entry or burial in the register	£ 19.25	£ 19.25
Licensing	Burial Services and Fees	Sidmouth Cemetery chapel service	£ 135.00	£ 135.00
Licensing	Burial Services and Fees	Transfer Exclusive right of burial	£ 45.00	£ 45.00
Licensing	Burial Services and Fees	Council buy back unused graves – admin fee	£ 45.00	£ 45.00
Licensing	Burial Services and Fees	Exhumation of Cremated Remains	£ 180.00	£ 180.00
Licensing	Burial Services and Fees	Exhumation	POA	POA
Countryside	Seaton Wetlands	Paid for education visit full day:	£ 175.00	£ 175.00
Countryside	Seaton Wetlands	Paid for education visit half day:	£ 100.00	£ 100.00
Countryside	Seaton Wetlands	Uniformed group/ dementia group etc (under 2 hours):	£ 50.00	£ 50.00
Countryside	Seaton Wetlands	Reedbase Hire - Hourly	£ 25.00	£ 25.00
Countryside	Seaton Wetlands	Reedbase Hire - Half day	£ 75.00	£ 75.00
Countryside	Seaton Wetlands	Reedbase Hire - Full day	£ 125.00	£ 125.00
THG	Thelma Hulbert Gallery	Room Hire - Single - Per Hour	£20	£25
THG	Thelma Hulbert Gallery	Room Hire -Multi Weeks- Per Hour	£18	£20
Planning	Pre Application Advice	Large scale major schemes including - Residential development of more than 200 houses. Non residential floor space of more than 10,000 square metres. Site area of more than 4 ha.	£ 750.00	£ 765.00
Planning	Pre Application Advice	Medium major - Residential development of between 31 – 199 houses. Non residential floor space of 1000 – 9,999 square metres. Site area of between 2 – 4 ha.	£ 625.00	£ 637.50
Planning	Pre Application Advice	Small major - Residential development between 10 – 30 houses. Non residential floor space of 500 – 1000 square metres. Site area up to 2 ha.	£ 500.00	£ 510.00
Planning	Pre Application Advice	Minor - Residential proposals (including holiday units) involving the erection of between 2– 9 residential units. All minor non-residential schemes for new buildings.	£ 250.00	£ 255.00
Planning	Pre Application Advice	Minor and changes of use - All residential schemes for the replacement or erection of a single dwelling or conversion of a building to one residential unit. All changes of use without any associated external works.	£ 150.00	£ 153.00
Planning	Pre Application Advice	Listed Building works - Works to listed buildings that do not require planning permission.	£ 125.00	£ 127.50
Planning	Pre Application Comments	Comments on the principle of development only. Large scale major schemes including - Residential development of more than 200 houses. Non residential floor space of more than 10,000 square metres. Site area of more than 4 ha.	£ 375.00	£ 382.50
Planning	Pre Application Comments	Comments on the principle of development only. Medium major - Residential development of between 31 – 199 houses. Non residential floor space of 1000 – 9,999 square metres. Site area of between 2 – 4 ha.	£ 312.50	£ 318.75
Planning	Pre Application Comments	Comments on the principle of development only. Small major - Residential development between 10 – 30 houses. Non residential floor space of 500 – 1000 square metres. Site area up to 2 ha.	£ 250.00	£ 255.00
Planning	Pre Application Comments	Comments on the principle of development only. Minor - Residential proposals (including holiday units) involving the erection of between 2– 9 residential units. All minor non-residential schemes for new buildings.	£ 125.00	£ 127.50
Planning	Pre Application Comments	Comments on the principle of development only. Minor and changes of use - All residential schemes for the replacement or erection of a single dwelling or conversion of a building to one residential unit. All changes of use without any associated external works.	£ 75.00	£ 76.50



Planning	Pre Application Comments	Comments on the principle of development only. Listed Building works - Works to listed buildings that do not require planning permission.	£ 62.50	£ 63.75
Planning	Planning Charges	Requests for a check as to whether planning permission and/or listed building consent is required.	£ 40.00	£ 40.80
Planning	Planning Charges	Confirmation of closure of enforcement case.	£ 50.00	£ 51.00
Planning	Planning Charges	Confirmation of compliance with any formal enforcement action.	£ 50.00	£ 51.00
Planning	Planning Charges	Confirmation of compliance with listed building consent.	£ 90.00	£ 91.80
Planning	Planning Charges	Confirmation of discharge of planning conditions. First condition on each Notice of Decision	£ 90.00	£ 91.80
Planning	Planning Charges	Confirmation of discharge of planning conditions. Any additional conditions on that notice of Decision requested at the same time	£ 30.00	£ 30.60
Planning	Planning Charges	Confirmation of compliance with planning and listed building conditions. First condition on each Notice of Decision	£ 90.00	£ 91.80
Planning	Planning Charges	Confirmation of compliance with planning and listed building conditions. Any additional conditions on that notice of Decision requested at the same time	£ 30.00	£ 30.60
Planning	Planning Charges	Confirmation of compliance with section 106 planning obligations. For those who seek confirmation of compliance a clause within legal agreements	£ 90.00	£ 91.80
Planning	Planning Charges	Confirmation of compliance with section 106 planning obligations. For any additional clauses within that legal agreement requested at the same time.	£ 30.00	£ 30.60
Planning	Planning Charges	Other Enquiries	£ 50.00	£ 51.00
Planning	Planning Portal	Householder Applications - Alterations/extensions to an existing single dwellinghouse, including works within the boundary (excluding flats)	£ 258.00	£ 268.00
Planning	Planning Portal	Outline Applications - The erection of dwellinghouses - Site area - Less than 0.5 hectares. Each 0.1 hectare (or part thereof)	£ 578.00	£ 600.00
Planning	Planning Portal	Outline Applications - The erection of dwellinghouses - Site area - Between 0.5 hectares and 2.5 hectares. Each 0.1 hectare (or part thereof)	£ 624.00	£ 648.00
Planning	Planning Portal	Outline Applications - The erection of dwellinghouses - Site area - More than 2.5 hectares.	£ 15,433.00	£ 16,019.00
Planning	Planning Portal	Outline Applications - The erection of dwellinghouses - Site area - More than 2.5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares	£ 186.00	£ 193.00
Planning	Planning Portal	Outline Applications - The erection of dwellinghouses - Site area - More than 2.5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee	£ 202,500.00	£ 210,195.00
Planning	Planning Portal	Outline Applications - The erection of buildings (not dwellinghouses) - Site area - Less than 0.5 hectares. Each 0.1 hectare (or part thereof)	£ 578.00	£ 600.00
Planning	Planning Portal	Outline Applications - The erection of buildings (not dwellinghouses) - Site area - Between 0.5 hectares and 2.5 hectares. Each 0.1 hectare (or part thereof)	£ 624.00	£ 648.00
Planning	Planning Portal	Outline Applications - The erection of buildings (not dwellinghouses) - Site area - More than 2.5 hectares.	£ 15,433.00	£ 16,019.00
Planning	Planning Portal	Outline Applications - The erection of buildings (not dwellinghouses) - Site area - More than 2.5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares	£ 186.00	£ 193.00
Planning	Planning Portal	Outline Applications - The erection of buildings (not dwellinghouses) - Site area - More than 2.5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee	£ 202,500.00	£ 210,195.00
Planning	Planning Portal	Full Applications - Alterations/extensions to existing dwellinghouses. Single dwellinghouse (or single flat)	£ 258.00	£ 268.00
Planning	Planning Portal	Full Applications - Alterations/extensions to existing dwellinghouses. Two or more dwellinghouses (or two or more flats)	£ 509.00	£ 528.00
Planning	Planning Portal	Full Applications - Alterations/extensions to existing dwellinghouses. Works within/along the boundary of an existing dwellinghouse	£ 258.00	£ 268.00
Planning	Planning Portal	Full Applications - The erection of dwellinghouses. Fewer than 10 dwellinghouses. Each dwellinghouse	£ 578.00	£ 600.00

Planning	Planning Portal	Full Applications - The erection of dwellinghouses. Between 10 and 50 dwellinghouses. Each dwellinghouse	£ 624.00	£ 648.00
Planning	Planning Portal	Full Applications - The erection of dwellinghouses. More than 50 dwellinghouses.	£ 30,860.00	£ 32,033.00
Planning	Planning Portal	Full Applications - The erection of dwellinghouses. More than 50 dwellinghouses. Each additional dwellinghouse in excess of 50	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications - The erection of dwellinghouses. More than 50 dwellinghouses. Each additional dwellinghouse in excess of 50. Maximum Fee	£ 40,500.00	£ 42,039.00
Planning	Planning Portal	Full Applications - Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery). No increase in gross floor space or no more than 40 square metres	£ 293.00	£ 304.00
Planning	Planning Portal	Full Applications - Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery). More than 40 square metres but less than 1,000 square metres. Each 75 square metres (or part thereof).	£ 578.00	£ 600.00
Planning	Planning Portal	Full Applications - Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery). Between 1,000 square metres and 3,750 square metres. Each 75 square metres (or part thereof).	£ 624.00	£ 648.00
Planning	Planning Portal	Full Applications - Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery). More than 3,750 square metres	£ 30,680.00	£ 31,846.00
Planning	Planning Portal	Full Applications - Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery). More than 3,750 square metres. Each additional 75 square metres (or part thereof) in excess of 3,750 square metres	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications - Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery). More than 3,750 square metres. Each additional 75 square metres (or part thereof) in excess of 3,750 square metres. Maximum Fee	£ 405,000.00	£ 420,390.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). Not more than 465 square metres	£ 120.00	£ 125.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). More than 465 square metres but not more than 540 square metres	£ 578.00	£ 600.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). More than 540 square metres but less than 1,000 square metres. First 540 Square Meters	£ 578.00	£ 600.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). More than 540 square metres but less than 1,000 square metres. Each additional 75 square metres in excess of 540 square metres	£ 578.00	£ 600.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). Between 1,000 square metres and 4,215 square metres. First 1000 Square Meters	£ 624.00	£ 648.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). Between 1,000 square metres and 4,215 square metres. Each additional 75 square metres in excess of 1000 square metres	£ 624.00	£ 648.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). More than 4,215 square metres	£ 30,860.00	£ 32,033.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). More than 4,215 square metres. Each additional 75 square metres (or part thereof) in excess of 4,215 square metres	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications - The erection of buildings (on land used for agriculture for agricultural purposes). More than 4,215 square metres. Each additional 75 square metres (or part thereof) in excess of 4,215 square metres. Maximum Fee	£ 40,500.00	£ 42,039.00
Planning	Planning Portal	Full Applications - Erection of glasshouses (on land used for the purposes of agriculture). Not more than 465 square metres	£ 120.00	£ 125.00
Planning	Planning Portal	Full Applications - Erection of glasshouses (on land used for the purposes of agriculture). More than 465 square metres but not more than 1000 square metres	£ 3,225.00	£ 3,348.00
Planning	Planning Portal	Full Applications - Erection of glasshouses (on land used for the purposes of agriculture). 1,000 square metres or more	£ 3,483.00	£ 3,615.00

Planning	Planning Portal	Full Applications - Erection/alterations/replacement of plant and machinery. - Site area - Less than 1 hectares. Each 0.1 hectare (or part thereof)	£ 578.00	£ 600.00
Planning	Planning Portal	Full Applications - Erection/alterations/replacement of plant and machinery. - Site area - Between 1 hectares and 5 hectares. Each 0.1 hectare (or part thereof)	£ 624.00	£ 648.00
Planning	Planning Portal	Full Applications - Erection/alterations/replacement of plant and machinery. - Site area - More than 5 hectares.	£ 30,860.00	£ 32,033.00
Planning	Planning Portal	Full Applications - Erection/alterations/replacement of plant and machinery. - Site area - More than 5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 5 hectares	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications - Erection/alterations/replacement of plant and machinery. - Site area - More than 5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 5 hectares Maximum fee	£ 405,000.00	£ 420,390.00
Planning	Planning Portal	Full Applications - Applications other than Building Works - Car parks, service roads or other accesses (for existing uses)	£ 293.00	£ 304.00
Planning	Planning Portal	Full Applications - Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)- Not more than 15 hectares. Each 0.1 hectare (or part thereof)	£ 316.00	£ 328.00
Planning	Planning Portal	Full Applications - Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)- More than 15 hectares.	£ 47,161.00	£ 48,953.00
Planning	Planning Portal	Full Applications - Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)- More than 15 hectares. Each additional 0.1 hectare (or part thereof) in excess of 15 hectares	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications - Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)- More than 15 hectares. Each additional 0.1 hectare (or part thereof) in excess of 15 hectares Maximum Fee	£ 105,300.00	£ 109,301.00
Planning	Planning Portal	Full Applications -Operations connected with exploratory drilling for oil or natural gas- Not more than 7.5 hectares. Each 0.1 hectare (or part thereof)	£ 686.00	£ 712.00
Planning	Planning Portal	Full Applications -Operations connected with exploratory drilling for oil or natural gas- More than 7.5 hectares.	£ 51,395.00	£ 53,348.00
Planning	Planning Portal	Full Applications -Operations connected with exploratory drilling for oil or natural gas- More than 7.5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares	£ 204.00	£ 212.00
Planning	Planning Portal	Full Applications -Operations connected with exploratory drilling for oil or natural gas- More than 7.5 hectares. Each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares Maximum Fee	£ 405,000.00	£ 420,390.00
Planning	Planning Portal	Full Applications -Operations (other than exploratory drilling) for the winning and working of oil or natural gas.- Not more than 15 hectares. Each 0.1 hectare (or part thereof)	£ 347.00	£ 360.00
Planning	Planning Portal	Full Applications -Operations (other than exploratory drilling) for the winning and working of oil or natural gas.- More than 15 hectares.	£ 52,002.00	£ 53,978.00
Planning	Planning Portal	Full Applications -Operations (other than exploratory drilling) for the winning and working of oil or natural gas.- More than 15 hectares. Each additional 0.1 hectare (or part thereof) in excess of 15 hectares	£ 204.00	£ 212.00
Planning	Planning Portal	Full Applications -Operations (other than exploratory drilling) for the winning and working of oil or natural gas.- More than 15 hectares. Each additional 0.1 hectare (or part thereof) in excess of 15 hectares Maximum Fee	£ 105,300.00	£ 109,301.00
Planning	Planning Portal	Full Applications -Other operations (winning and working of minerals) excluding oil and natural gas- Not more than 15 hectares. Each 0.1 hectare (or part thereof)	£ 316.00	£ 328.00
Planning	Planning Portal	Full Applications -Other operations (winning and working of minerals) excluding oil and natural gas- More than 15 hectares.	£ 47,161.00	£ 48,953.00
Planning	Planning Portal	Full Applications -Other operations (winning and working of minerals) excluding oil and natural gas- More than 15 hectares. Each additional 0.1 hectare (or part thereof) in excess of 15 hectares	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications -Other operations (winning and working of minerals) excluding oil and natural gas- More than 15 hectares. Each additional 0.1 hectare (or part thereof) in excess of 15 hectares Maximum Fee	£ 105,300.00	£ 109,301.00

Planning	Planning Portal	Full Applications -Other operations (not coming within any of the above categories).- Any Stie area. Each additional 0.1 hectare (or part thereof)	£ 293.00	£ 304.00
Planning	Planning Portal	Full Applications -Other operations (not coming within any of the above categories).- Any Site area. Each additional 0.1 hectare (or part thereof). Maximum Fee	£ 2,535.00	£ 2,631.00
Planning	Planning Portal	Full Applications - Change of Use of a building to use as one or more separate dwellinghouses, or other cases. Fewer than 10 dwellinghouses. Each dwellinghouse	£ 578.00	£ 600.00
Planning	Planning Portal	Full Applications - Change of Use of a building to use as one or more separate dwellinghouses, or other cases. Between 10 and 50 dwellinghouses. Each dwellinghouse	£ 624.00	£ 648.00
Planning	Planning Portal	Full Applications - Change of Use of a building to use as one or more separate dwellinghouses, or other cases. More than 50 dwellinghouses.	£ 30,860.00	£ 32,033.00
Planning	Planning Portal	Full Applications - Change of Use of a building to use as one or more separate dwellinghouses, or other cases. More than 50 dwellinghouses. Each additional dwellinghouse in excess of 50	£ 186.00	£ 193.00
Planning	Planning Portal	Full Applications - Change of Use of a building to use as one or more separate dwellinghouses, or other cases. More than 50 dwellinghouses. Each additional dwellinghouse in excess of 50. Maximum Fee	£ 405,000.00	£ 420,390.00
Planning	Planning Portal	Full Applications - Other Changes of Use of a building or land	£ 578.00	£ 600.00
Planning	Planning Portal	Permission in Principle. Each 0.1 hectare (or part thereof)	£ 503.00	£ 522.00
Planning	Planning Portal	Lawful Development Certificate - Existing use or operation - lawful not to comply with any condition or limitation	£ 293.00	£ 304.00
Planning	Planning Portal	Lawful Development Certificate - Existing use or operation		£ -
Planning	Planning Portal	Lawful Development Certificate - Existing use or operation - Proposed use or operation		£ -
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Larger Home Extensions	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Additional storeys on a home	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Agricultural and Forestry buildings & operations	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Demolition of buildings	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Communications (previously referred to as 'Telecommunications Code Systems Operators')	£ 578.00	£ 600.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3). Each dwellinghouse	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3) - if it includes building operations in connection with the change of use	£ 258.00	£ 268.00

Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining one of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining one of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3) - if it includes building operations in connection with the change of use	£ 258.00	£ 268.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3) - if it includes building operations in connection with the change of use	£ 258.00	£ 268.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings (1 Megawatt capacity restriction removed from 21 December 2023)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Installation, Alteration or Replacement of microgeneration Solar Photovoltaics (PV) equipment or solar thermal equipment on the flat roof of a dwellinghouse or a block of flats (or a building situated within the curtilage) on Article 2(3) land. (From 21 December 2023)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Installation, alteration or replacement of stand-alone solar for microgeneration within the curtilage of a dwellinghouse or a block of flats in a conservation area, where it would be nearer to any highway which bounds the curtilage than the part of the dwellinghouse or block of flats which is nearest to that highway. (From 21 December 2023)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Installation, alteration or replacement of stand-alone solar for microgeneration within the curtilage of a non-domestic building on Article 2(3) land, where it would be nearer to any highway which bounds the curtilage than the part of the building which is nearest to that highway. (From 21 December 2023)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Installation, alteration or replacement of a solar canopy within an area lawfully used as offstreet parking other than for a dwellinghouse or a block of flats. (From 21 December 2023)	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Erection, extension, or alteration of a university building	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	£ 120.00	£ 125.00
Planning	Planning Portal	Prior Approval (under Permitted Development rights) - Temporary recreational campsite in Flood Zone 2 or 3	£ 120.00	£ 125.00
Planning	Planning Portal	Full Applications - Prior Approval (under Permitted Development rights). Fewer than 10 dwellinghouses. Each dwellinghouse	£ 418.00	£ 434.00
Planning	Planning Portal	Full Applications - Prior Approval (under Permitted Development rights). Between 10 and 50 dwellinghouses. Each dwellinghouse	£ 451.00	£ 468.00

Planning	Planning Portal	Full Applications - Prior Approval (under Permitted Development rights). More than 50 dwellinghouses.	£ 22,309.00	£ 23,157.00
Planning	Planning Portal	Full Applications - Prior Approval (under Permitted Development rights). More than 50 dwellinghouses. Each additional dwellinghouse in excess of 50	£ 135.00	£ 140.00
Planning	Planning Portal	Full Applications - Prior Approval (under Permitted Development rights). More than 50 dwellinghouses. Each additional dwellinghouse in excess of 50. Maximum Fee	£ 405,000.00	£ 420,390.00
Planning	Planning Portal	Reserved Matters - Approval of reserved matters following outline approval		£ -
Planning	Planning Portal	Reserved Matters - Approval of reserved matters following outline approval. If full fee already paid	£ 578.00	£ 600.00
Planning	Planning Portal	Removal or variation of a condition following grant of planning permission	£ 293.00	£ 304.00
Planning	Planning Portal	Discharge of condition(s) – Approval of details and/or confirmation that one or more planning conditions have been complied with Alterations/ extensions to dwellinghouses; or works within/ along the boundary of a dwellinghouse	£ 43.00	£ 45.00
Planning	Planning Portal	Discharge of condition(s) – Approval of details and/or confirmation that one or more planning conditions have been complied with Any other development	£ 145.00	£ 151.00
Planning	Planning Portal	Advertising - Relating to the business on the premises	£ 165.00	£ 171.00
Planning	Planning Portal	Advertising - Advance signs which are not situated on or visible from the site, directing the public to a business	£ 165.00	£ 171.00
Planning	Planning Portal	Advertising - Other advertisements	£ 578.00	£ 600.00
Planning	Planning Portal	Non-material Amendment Following a Grant of Planning Permission - Householder developments	£ 43.00	£ 45.00
Planning	Planning Portal	Non-material Amendment Following a Grant of Planning Permission - Any other development	£ 293.00	£ 304.00
Planning	Local Land Charges	Con29	£ 101.00	£ 101.00
Planning	Local Land Charges	Optional enquiries: Question 4 (Proposed roads)	£ 13.02	£ 13.02
Planning	Local Land Charges	All other optional enquires	£ 7.02	£ 7.02
Planning	Local Land Charges	Additional question	£ 25.02	£ 25.02
Planning	Local Land Charges	Parcels of Land - Con29	£ 19.02	£ 19.02

Planning	Local Land Charges	Admin Fee for Individual question (If the full Con29 isn't asked)	£ 12.00	£ 12.00
Planning	Building Control	Building control fees are project specific and based on an hourly rate (ex VAT)	£ 82.36	£ 82.36
Planning	Planning Fee	High Hedges Complaints	£ 350.00	£ 357.00
Housing	Home Safeguard	Alarm & Pendant x 1 (includes True-Kare) Annual	£ 317.88	£ 341.29
Housing	Home Safeguard	Alarm & Pendant x 2 (monitoring a couple) Annual	£ 369.84	£ 379.55
Housing	Home Safeguard	Alarm & Fall Detector x 1 Annual	£ 416.44	£ 409.73
Housing	Home Safeguard	Alarm & Pendant x 1 ( <i>historic old rate</i> ) Annual	£ 231.37	£ 341.29
Housing	Home Safeguard	NEW CUSTOMER 2024 Chiptech GO GSM alarm (single user) Annual	£ 353.48	£ 353.48
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Pendant x 1 (includes True-Kare) Annual Vat Exempt	£ 317.88	£ 341.29
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Pendant x 2 (monitoring a couple) Annual Vat Exempt	£ 369.84	£ 379.55
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Fall Detector x 1 Annual Vat Exempt	£ 416.64	£ 409.73
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Fall Detector x 2 Annual Vat Exempt	£ 511.64	£ 478.17
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm, Pendant & Fall Detector Package Annual Vat Exempt	£ 466.64	£ 464.02
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Pendant x 1 (includes True-Kare) Annual	£ 381.41	£ 409.55

Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Pendant x 2 (monitoring a couple) Annual	£ 443.81	£ 455.46
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Fall Detector x 1 Annual	£ 499.97	£ 491.67
Housing	Home Safeguard	NEW CUSTOMER 2024 - Alarm & Fall Detector x 2 Annual	£ 613.96	£ 573.79
Housing	Home Safeguard	NEW CUSTOMER 2024 Chiptech GO GSM alarm (single user) Annual	£ 424.17	£ 424.17
Housing	Home Safeguard	Smoke Alarm Annual	£ 56.00	£ 56.00
Housing	Home Safeguard	Key Safe Per	£ 30.00	£ 40.00
Housing	Home Safeguard	Key Safe & Fitting	£ 65.00	£ 70.00
Housing	Home Safeguard	Pendant Per	£ 50.00	£ 54.25
Env Health	Animal Licensing	Boarding for Cats New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Boarding of Dogs in Kennels New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Commercial Dog Day Care New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Dog Home Boarding New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Dog Breeding New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Selling Animals as Pets New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Selling Animals as Pets New Licence Per Additional Group of Animals being sold	£ 76.50	£ 78.50
Env Health	Animal Licensing	Keeping or Training Animals for Exhibition New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Hiring out Horses New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Zoo Licensing New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Dangerous Wild Animals New Licence	£ 459.00	£470.00
Env Health	Animal Licensing	Veterinary Inspection Fees - Fees are charged after inspections as the fee is based upon time taken.	£ 459.00	£470.00
Env Health	Animal Licensing	Boarding for Cats Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Boarding of Dogs in Kennels Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Commercial Dog Day Care Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Dog Home Boarding Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Dog Breeding Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Selling Animals as Pets Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Selling Animals as Pets Renewal Per Additional Group of Animals being sold	£ 76.50	£ 78.50
Env Health	Animal Licensing	Keeping or Training Animals for Exhibition Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Hiring out Horses Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Zoo Licensing Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Dangerous Wild Animals Renewal	£ 459.00	£470.00
Env Health	Animal Licensing	Variation of licence- no inspection needed	£ 76.50	£ 78.50
Env Health	Animal Licensing	Variation of licence- Inspection needed	£ 153.00	£157.00
Env Health	Animal Licensing	Mid-Term Re-evaluation of a licence rating	£ 153.00	£157.00
Env Health	Animal Licensing	Appeal of a star rating no inspection	£ 76.50	£ 78.50
Env Health	Animal Licensing	Appeal of a star rating with an inspection	£ 153.00	£157.00
Env Health	Piercing	Piercing (Skin piercing/ electrolysis/ tattoo/ acupuncture) One off registration (with no renewal) for a premises plus one person:	£ 100.00	£130.00
Env Health	Piercing	Piercing (Skin piercing/ electrolysis/ tattoo/ acupuncture) Additional Person (price per person)	£ 80.00	£ 80.00
Env Health	Piercing	Tattoo Convention: Premises		£130.00
Env Health	Piercing	Tattoo Convention: Personal registration/exhibitor		£42.50
Env Health	Primary Authority	Minimum fee for initial meeting and assessment. Then officer Hourly Rate.		£500
Env Health	Food	Food Hygiene Re-rating Revisit	£ 142.80	£180
Env Health	Food	Safer Food Better Business catering or retail pack	£ 20.00	£ 20.50
Env Health	Food	Safer Food better Business diary refill	£ 16.50	£ 17.00
Env Health	Food	Food condemnation certificate		£ 130.00
Env Health	Food	Health attestation		£ 75.00
Env Health	Export Certificates	Export Certificates (Products of Animal Origin) Per Certificate (up to two hours)	£ -	£ 135.00
Env Health	Export Certificates	Export Certificates (Products not of Animal Origin) Per Certificate (up to two hours)	£ 75.00	£ 75.00

Env Health	Export Certificates	Export Certificates Additional hours beyond initial two hours - Per Hour	£ 35.00	£ 37.00
Env Health	Export Certificates	Export Certificates (Fish) Grant of Licence	£ 100.00	£ 100.00
Env Health	Export Certificates	Export Certificates (Fish) Renewal	£ 75.00	£ 75.00
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) New site licence	£ 285.60	£ 285.60
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) - New collectors' licence	£ 204.00	£ 204.00
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) - Application for the transfer to a mobile collector	£ 45.90	£ 45.90
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) - Application for the transfer to a site licence	£ 76.50	£ 76.50
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) - Variation of licence (change of site manager)	£ 40.80	£ 40.80
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) - Variation of licence (Change of collector's vehicle)	£ 40.80	£ 40.80
Env Health	Scrap Metal	Scrap Metal Dealers Licence (3-year licence) - Variation of licence (other)	£ 35.70	£ 35.70
Env Health	Scrap Metal	Replacement licence/certificate	£ 15.30	£ 15.30
Env Health	Pest Treatment	Rats - (for up to 3 visits)	£ 91.80	£94.00
Env Health	Pest Treatment	Mice - (for up to 3 visits - we do not treat mice in the garden)	£ 91.80	£94.00
Env Health	Pest Treatment	Ants - (for up to 3 visits - we do not treat ants in the garden)	£ 61.20	£62.75
Env Health	Pest Treatment	Wasps or Hornets - per visit (for up to 3 visits)	£ 61.20	£62.75
Env Health	Pest Treatment	Fleas - (maximum 3 rooms)	£ 132.60	£135.50
Env Health	Pest Treatment	Per additional room	£ 20.40	£21.00
Env Health	Pest Treatment	Cockroaches - (maximum 3 rooms) + £21 per additional room	£ 132.60	£135.50
Env Health	Pest Treatment	Per additional room	£ 20.40	£21.00
Env Health	Pest Treatment	Advice call out charge - No treatment - (deducted from refund)	£ 25.50	£26.20
Env Health	Pest Treatment	All pest treatments listed above - per hour + materials and VAT	£ 101.00	£103.50
Env Health	Env Health Fixed penalty Notice	PSPO FPN is £100,	£ 100.00	£ 100.00
Env Health	Env Health Fixed penalty Notice	Fly tipping,(less than 180 litres) Paid Within ten days)	£ 120.00	£ 120.00
Env Health	Env Health Fixed penalty Notice	Fly tipping,(less than 180 litres)	£ 200.00	£ 200.00
Env Health	Env Health Fixed penalty Notice	Fly tipping (more than 180 litres)Paid Within ten days)	£ 200.00	£ 200.00
Env Health	Env Health Fixed penalty Notice	Fly tipping (more than 180 litres)	£ 400.00	£ 400.00
Env Health	Env Health Fixed penalty Notice	Failure to produce waste transfer note	£ 300.00	£ 300.00
Env Health	Env Health Fixed penalty Notice	Failure to produce waste carriers licence	£ 300.00	£ 300.00
Env Health	Env Health Fixed penalty Notice	Animal Welfare Penalty Notice Max FPN £5000.	£ 5,000.00	£ 5,000.00
Env Health	Env Health Fixed penalty Notice	Animal Welfare Penalty Notice - but each FPN will be different as calculated dependant on various factors using the DEFRA AWPN calculator		
Env Health	Env Health Permits	LOCAL AUTHORITY PERMITS FOR PART A (2) INSTALLATIONS AND SMALL WASTE INCINERATION PLANT (FEES AND CHARGES) (ENGLAND) SCHEME 2017		
Env Health	Env Health Permits	LOCAL AUTHORITY PERMITS FOR PART B INSTALLATIONS AND MOBILE PLANT AND SOLVENT EMISSION ACTIVITIES (FEES AND CHARGES) (ENGLAND) SCHEME 2017		
Licensing	Licensing Act 2003	Licensing Act 2003 - Grant/variation for premises licence/club premises certificate - Band A	£ 100.00	£ 100.00
Licensing	Licensing Act 2003	Licensing Act 2003 - Grant/variation for premises licence/club premises certificate - Band B	£ 190.00	£ 190.00



Licensing	Licensing Act 2003	Licensing Act 2003 - Grant/variation for premises licence/club premises certificate - Band C	£ 315.00	£ 315.00
Licensing	Licensing Act 2003	Licensing Act 2003 - Grant/variation for premises licence/club premises certificate - Band D	£ 450.00	£ 450.00
Licensing	Licensing Act 2003	Licensing Act 2003 - Grant/variation for premises licence/club premises certificate - Band E	£ 635.00	£ 635.00
Licensing	Licensing Act 2003	Band A - Annual Fee	£ 70.00	£ 70.00
Licensing	Licensing Act 2003	Band B - Annual Fee	£ 190.00	£ 190.00
Licensing	Licensing Act 2003	Band C - Annual Fee	£ 295.00	£ 295.00
Licensing	Licensing Act 2003	Band D - Annual Fee	£ 320.00	£ 320.00
Licensing	Licensing Act 2003	Band E - Annual Fee	£ 350.00	£ 350.00
Licensing	Licensing Act 2003	New and Variation application fee		
Licensing	Licensing Act 2003	Band A	£ -	£ -
Licensing	Licensing Act 2003	Band B	£ -	£ -
Licensing	Licensing Act 2003	Band C	£ -	£ -
Licensing	Licensing Act 2003	Band D x2	£ 900.00	£ 900.00
Licensing	Licensing Act 2003	Band E x3	£ 1,905.00	£ 1,905.00
Licensing	Licensing Act 2003	Annual Fee		
Licensing	Licensing Act 2003	Band A	£ -	£ -
Licensing	Licensing Act 2003	Band B	£ -	£ -
Licensing	Licensing Act 2003	Band C	£ -	£ -
Licensing	Licensing Act 2003	Band D x2	£ 640.00	£ 640.00
Licensing	Licensing Act 2003	Band E x3	£ 1,050.00	£ 1,050.00
Licensing	Licensing Act 2003			
Licensing	Licensing Act 2003	Additional Fees		
Licensing	Licensing Act 2003	5000-9999	£ 1,000.00	£ 1,000.00
Licensing	Licensing Act 2003	5000-9999 - annual fee	£ 500.00	£ 500.00
Licensing	Licensing Act 2003	10000-14999	£ 2,000.00	£ 2,000.00
Licensing	Licensing Act 2003	1000-14999 - annual fee	£ 1,000.00	£ 1,000.00
Licensing	Licensing Act 2003	15000-19999	£ 4,000.00	£ 4,000.00
Licensing	Licensing Act 2003	15000-19999 - annual fee	£ 2,000.00	£ 2,000.00
Licensing	Licensing Act 2003	20000-29999	£ 8,000.00	£ 8,000.00
Licensing	Licensing Act 2003	20000-29999 - annual fee	£ 4,000.00	£ 4,000.00
Licensing	Licensing Act 2003	30000-39999	£ 16,000.00	£ 16,000.00
Licensing	Licensing Act 2003	30000-39999 - annual fee	£ 8,000.00	£ 8,000.00
Licensing	Licensing Act 2003	40000-49999	£ 24,000.00	£ 24,000.00
Licensing	Licensing Act 2003	40000-49999 - annual fee	£ 12,000.00	£ 12,000.00
Licensing	Licensing Act 2003	50000-59999	£ 32,000.00	£ 32,000.00
Licensing	Licensing Act 2003	50000-59999 - annual fee	£ 16,000.00	£ 16,000.00
Licensing	Licensing Act 2003	60000-69999	£ 40,000.00	£ 40,000.00
Licensing	Licensing Act 2003	60000-69999 - annual fee	£ 20,000.00	£ 20,000.00
Licensing	Licensing Act 2003	70000-79999	£ 48,000.00	£ 48,000.00
Licensing	Licensing Act 2003	70000-79999 - annual fee	£ 24,000.00	£ 24,000.00
Licensing	Licensing Act 2003	80000-89999	£ 56,000.00	£ 56,000.00
Licensing	Licensing Act 2003	80000-89999 - annual fee	£ 28,000.00	£ 28,000.00
Licensing	Licensing Act 2003	90000 and over	£ 64,000.00	£ 64,000.00
Licensing	Licensing Act 2003	90000 and over - annual fee	£ 32,000.00	£ 32,000.00
Licensing	Licensing Act 2003	Minor Variation	£ 89.00	£ 89.00
Licensing	Licensing Act 2003	Grant of a personal licence	£ 37.00	£ 37.00
Licensing	Licensing Act 2003	Application for a provisional statement where premises being built	£ 315.00	£ 315.00
Licensing	Licensing Act 2003	Application to transfer a premises licence	£ 23.00	£ 23.00
Licensing	Licensing Act 2003	Application to vary licence to specify individual a premises supervisor	£ 23.00	£ 23.00
Licensing	Licensing Act 2003	Removal of DPS on community premises	£ 23.00	£ 23.00
Licensing	Licensing Act 2003	Interim authority notice following death of licence holder	£ 23.00	£ 23.00
Licensing	Licensing Act 2003	Notification/duty to notify change of name or address	£ 10.50	£ 10.50

Licensing	Licensing Act 2003	Notification of change of name or alteration of rules of club	£ 10.50	£ 10.50
Licensing	Licensing Act 2003	Change of relevant registered address of club	£ 10.50	£ 10.50
Licensing	Licensing Act 2003	Theft or loss of premises licence or certificate of summary	£ 10.50	£ 10.50
Licensing	Licensing Act 2003	Theft or loss of temporary event notice	£ 10.50	£ 10.50
Licensing	Licensing Act 2003	Theft, loss etc of personal licence	£ 10.50	£ 10.50
Licensing	Licensing Act 2003	Right of freeholder to be notified of licensing matters	£ 21.00	£ 21.00
Licensing	Licensing Act 2003	Temporary event notice (TEN)	£ 21.00	£ 21.00
Licensing	Gambling Act 2005	Bingo - new application fee	£ 3,500.00	£ 3,500.00
Licensing	Gambling Act 2005	Provisional Statement Fee	£ 35,000.00	£ 35,000.00
Licensing	Gambling Act 2005	New Application with Provisional Statement Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Transfer Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Re-Instatement Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Variation Fee	£ 1,750.00	£ 1,750.00
Licensing	Gambling Act 2005	Annual Fee	£ 1,000.00	£ 1,000.00
Licensing	Gambling Act 2005	Betting - not on course - new application fee	£ 3,000.00	£ 3,000.00
Licensing	Gambling Act 2005	Provisional Statement Fee	£ 3,000.00	£ 3,000.00
Licensing	Gambling Act 2005	New Application with Provisional Statement Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Transfer Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Re-Instatement Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Variation Fee	£ 1,500.00	£ 1,500.00
Licensing	Gambling Act 2005	Annual Fee	£ 600.00	£ 600.00
Licensing	Gambling Act 2005	Track betting - on a course - new application fee	£ 2,500.00	£ 2,500.00
Licensing	Gambling Act 2005	Provisional Statement Fee	£ 2,500.00	£ 2,500.00
Licensing	Gambling Act 2005	New Application with Provisional Statement Fee	£ 950.00	£ 950.00
Licensing	Gambling Act 2005	Transfer Fee	£ 950.00	£ 950.00
Licensing	Gambling Act 2005	Re-Instatement Fee	£ 950.00	£ 950.00
Licensing	Gambling Act 2005	Variation Fee	£ 1,250.00	£ 1,250.00
Licensing	Gambling Act 2005	Annual Fee	£ 1,000.00	£ 1,000.00
Licensing	Gambling Act 2005	Adult gaming centre - new application fee	£ 2,000.00	£ 2,000.00
Licensing	Gambling Act 2005	Provisional Statement Fee	£ 2,000.00	£ 2,000.00
Licensing	Gambling Act 2005	New Application with Provisional Statement Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Transfer Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Re-Instatement Fee	£ 1,200.00	£ 1,200.00
Licensing	Gambling Act 2005	Variation Fee	£ 1,000.00	£ 1,000.00
Licensing	Gambling Act 2005	Annual Fee	£ 1,000.00	£ 1,000.00
Licensing	Gambling Act 2005	Family Entertainment Centre - new application fee	£ 2,000.00	£ 2,000.00
Licensing	Gambling Act 2005	Provisional Statement Fee	£ 2,000.00	£ 2,000.00
Licensing	Gambling Act 2005	New Application with Provisional Statement Fee	£ 950.00	£ 950.00
Licensing	Gambling Act 2005	Transfer Fee	£ 950.00	£ 950.00
Licensing	Gambling Act 2005	Re-Instatement Fee	£ 950.00	£ 950.00
Licensing	Gambling Act 2005	Variation Fee	£ 1,000.00	£ 1,000.00
Licensing	Gambling Act 2005	Annual Fee	£ 750.00	£ 750.00
Licensing	Gambling Act 2005	Temporary Use Notice	£ 300.00	£ 300.00
Licensing	Gambling Act 2005	Occasional Use Notice	£ -	£ -
Licensing	Gambling Act 2005	Copy of the Premises Licence	£ 25.00	£ 25.00
Licensing	Gambling Act 2005	Notification of change of circumstances for premises Licence	£ 50.00	£ 50.00
Licensing	Gambling Act 2005	Application for Prize Gaming Permit & Family Entertainment Centre Ga	m £ 300.00	£ 300.00
Licensing	Gambling Act 2005	Application for Prize Gaming Permit & Family Entertainment Centre Ga	m £ 100.00	£ 100.00
Licensing	Gambling Act 2005	Renewal of Prize gaming Permit & Family Entertainment Centre Gamin	g £ 300.00	£ 300.00
Licensing	Gambling Act 2005	Change of name on Prize Gaming Permit & Family Entertainment Centr	e £ 25.00	£ 25.00
Licensing	Gambling Act 2005	Copy of Prize gaming Permit & Family Entertainment Centre Gaming M	a £ 15.00	£ 15.00
Licensing	Gambling Act 2005	Application for Club Gaming or Machine Permit	£ 200.00	£ 200.00
Licensing	Gambling Act 2005	Application for Club Gaming or Machine Permit (existing holder)	£ 100.00	£ 100.00
Licensing	Gambling Act 2005	Application for Club Gaming or Machine Permit (who holds a Club Prem	£ 100.00	£ 100.00
Licensing	Gambling Act 2005	Renewal of a Club Gaming or Machine Permit	£ 200.00	£ 200.00
Licensing	Gambling Act 2005	Renewal of a Club Gaming or Machine Permit (who holds a Club Premis	£ 100.00	£ 100.00
Licensing	Gambling Act 2005	Annual fee for Club Gaming or Machine Permit	£ 50.00	£ 50.00
Licensing	Gambling Act 2005	Application to Vary Club Gaming or Machine Permit	£ 100.00	£ 100.00
Licensing	Gambling Act 2005	Copy of Club Gaming or Machine Permit	£ 15.00	£ 15.00
Licensing	Gambling Act 2005	Notification of intention by licence holder to make available up to 2 ga	m £ 50.00	£ 50.00
Licensing	Gambling Act 2005	Application for a Gaming Machine Permit (more than 2 machines) on p	r £ 100.00	£ 100.00
Licensing	Gambling Act 2005	Application for a Gaming Machine Permit (more than 2 machines) on p	r £ 150.00	£ 150.00

Licensing	Gambling Act 2005	Application to vary a Gaming Machine Permit (more than 2 machines) o	£ 100.00	£ 100.00
Licensing	Gambling Act 2005	Application to transfer a Gaming Machine Permit (more than 2 machin	e £ 25.00	£ 25.00
Licensing	Gambling Act 2005	Annual fee for a Gaming Machine Permit (more than 2 machines) on pr	£ 50.00	£ 50.00
Licensing	Gambling Act 2005	Change of name on a Gaming Machine Permit (more than 2 machines)	£ 25.00	£ 25.00
Licensing	Gambling Act 2005	Copy of a Gaming Machine Permit (more than 2 machines) on premises	£ 15.00	£ 15.00
Licensing	Gambling Act 2005	Small Society Lottery Registration	£ 40.00	£ 40.00
Licensing	Gambling Act 2005	Small Society Lottery annual fee	£ 20.00	£ 20.00
Licensing	Taxi and Private Hire	Hackney Carriage - vehicle licence	£ 262.00	£ 262.00
Licensing	Taxi and Private Hire	Vehicle licence (6 month licence)	£ 150.00	£ 150.00
Licensing	Taxi and Private Hire	Vehicle licence for vehicle permitted to tow a trailer (includes a £30 fee	£ 292.00	£ 292.00
Licensing	Taxi and Private Hire	Vehicle licence for vehicle permitted to tow a trailer (six month licence)	£ 180.00	£ 180.00
Licensing	Taxi and Private Hire	Drivers licence (3 year licence)	£ 229.00	£ 229.00
Licensing	Taxi and Private Hire	Drivers licence (1 year licence)	£ 104.00	£ 104.00
Licensing	Taxi and Private Hire	Drivers licence badge deposit (one off payment - returnable)	£ 15.00	£ 15.00
Licensing	Taxi and Private Hire	Hackney carriage ownership transfer	£ 80.00	£ 80.00
Licensing	Taxi and Private Hire	Hackney carriage vehicle transfer	£ 80.00	£ 80.00
Licensing	Taxi and Private Hire	Replacement plate charge	£ 46.00	£ 46.00
Licensing	Taxi and Private Hire	Private Hire - vehicle licence	£ 262.00	£ 262.00
Licensing	Taxi and Private Hire	Vehicle licence (6 month licence)	£ 150.00	£ 150.00
Licensing	Taxi and Private Hire	Vehicle licence for vehicle permitted to tow a trailer (includes a £30 fee	£ 292.00	£ 292.00
Licensing	Taxi and Private Hire	Vehicle licence for vehicle permitted to tow a trailer (6 month licence )	£ 180.00	£ 180.00
Licensing	Taxi and Private Hire	Drivers licence (3 year licence)	£ 229.00	£ 229.00
Licensing	Taxi and Private Hire	Drivers licence (3 year licence) (where hackney carriage driving licence	£ 171.00	£ 171.00
Licensing	Taxi and Private Hire	Drivers licence (1 year licence)	£ 104.00	£ 104.00
Licensing	Taxi and Private Hire	Drivers licence (1 year licence) (where hackney carriage driving licence	£ 77.00	£ 77.00
Licensing	Taxi and Private Hire	Drivers licence badge deposit (one off payment - returnable)	£ 15.00	£ 15.00
Licensing	Taxi and Private Hire	Operators licence (5 year licence)	£ 390.00	£ 390.00
Licensing	Taxi and Private Hire	Operators licence (1 year licence)	£ 130.00	£ 130.00
Licensing	Taxi and Private Hire	Private hire vehicle ownership transfer	£ 80.00	£ 80.00
Licensing	Taxi and Private Hire	Private hire vehicle transfer	£ 80.00	£ 80.00
Licensing	Taxi and Private Hire	Replacement plate charge	£ 46.00	£ 46.00
Licensing	Street Trading	Street trading - new consent to trade	£ 45.00	£ 45.00
Licensing	Street Trading	Renewal of existing consent upon application	£ 45.00	£ 45.00
Licensing	Street Trading	Application for Block Booking (multiple trading)	£ 45.00	£ 45.00
Licensing	Street Trading	Variation	£ 25.00	£ 25.00
Licensing	Street Trading	Late submission (traders list)	£ 25.00	£ 25.00
Licensing	Sex Entertainment Venues	Grant of a sex establishment licence		
Licensing	Sex Entertainment Venues	Renewal of a sex establishment licence	£ 1,000.00	£ 1,000.00
Licensing	Sex Entertainment Venues	Transfer of a sex establishment:	£ 1,200.00	£ 1,200.00
Licensing	Sex Entertainment Venues	Variation of a sex establishment licence:		
Licensing	Sex Entertainment Venues	Change of licence holder's name or address	£ 10.50	£ 10.50
Licensing	Pavement Licensing	Application of a pavement licence	£ 100.00	£ 100.00
Licensing	Pavement Licensing	Renewal of a pavement licence	£ 100.00	£ 100.00
Electoral Services	Elections	Marked registers and absent vote lists is for data copies	£ 10.00	£ 10.00
Electoral Services	Elections	Marked registers and absent vote lists is for data copies per 1,000 electors or part thereof	£ 1.00	£ 1.00
Electoral Services	Elections	Marked registers and absent vote lists is for data copies for printed copies per 1,000 electors or part thereof	£ 2.00	£ 2.00
Electoral Services	Elections	Sale of the full register and the notices of alteration: In data format	£ 20.00	£ 20.00
Electoral Services	Elections	Sale of the full register and the notices of alteration: In data format - plus for each 1,000 electors (or remaining part of 1,000 electors) in it	£ 1.50	£ 1.50
Electoral Services	Elections	Sale of the full register and the notices of alteration: In Printed format plus for each 1,000 electors (or remaining part of 1,000 electors) in it	£ 5.00	£ 5.00
Electoral Services	Elections	For sale of the list of overseas electors: In data format	£ 20.00	£ 20.00

Electoral Services	Elections	For sale of the list of overseas electors: In data format - plus for each 100 electors (or remaining part of 100 electors) in it	£ 1.50	£ 1.50
Electoral Services	Elections	For sale of the list of overseas electors: In Printed format - plus for each 100 electors (or remaining part of 100 electors) in it	£ 5.00	£ 5.00
Env Health		Replies to standard leaseholder enquiries Housing Act - S.157/other consents	175	175
Legal	RESIDENTIAL PROPERTIES		150	150
Legal	RESIDENTIAL PROPERTIES	Long lease extensions	£ 1,500.00	£ 1,500.00
Legal	RESIDENTIAL PROPERTIES	Postponement of EDDC's statutory charge	£ 150.00	£ 150.00
Legal	RESIDENTIAL PROPERTIES	Registering a Notice of Assignment of Mortgage/Legal Charge on a leasehold property. (Unless the lease specifies otherwise)	£75.00	£75.00
Legal	RESIDENTIAL PROPERTIES	Supplying a copy of a title document (not otherwise available from the Land Registry), from EDDC's title deeds. This will be dependant on the size of the document & whether a paper or scanned copy is required subject to a minimum charge in all cases of	£75.00	£75.00
Legal	RESIDENTIAL PROPERTIES	Grant of Garden Licence	£ 75.00	£ 75.00
Legal	RESIDENTIAL PROPERTIES	Deed of Release/Variation of a Covenant	£ 950.00	£ 950.00
Legal	RESIDENTIAL PROPERTIES	Deed of Rectification	£ 950.00	£ 950.00
Legal	GRANT OF LEASES ETC.	<b>Industrial Estates 8.5% of the annual rent subject to a minimum fee</b>	£750.00	£750.00
Legal	GRANT OF LEASES ETC.	If lease to be contracted out of the security of tenure provisions contained in the Landlord & Tenant Act 1954	£450	£450
Legal	GRANT OF LEASES ETC.	Other commercial lettings 8.5% of the annual rent subject to a minimum fee	£950.00	£950.00
Legal	GRANT OF LEASES ETC.	If lease to be contracted out of the security of tenure provisions contained in the Landlord & Tenant Act 1954	£450.00	£450.00
Legal	GRANT OF LEASES ETC.	Licence to Assign or Underlet	£950	£950
Legal	GRANT OF LEASES ETC.	Licence to Alter	£950	£950
Legal	GRANT OF LEASES ETC.	Deed of Variation of a lease (at the tenant's request)	£950	£950
Legal	GRANT OF LEASES ETC.	Deed of Surrender (at the tenant's request)	£950	£950
Legal	GRANT OF LEASES ETC.	Registering a Notice of Assignment or Mortgage/Legal Charge (Unless the lease specifies otherwise)	£75	£75
Legal	SALES ETC	Non-RTB sales proceeding straight to Transfer - no overage - Minimum	£950	£950
Legal	SALES ETC	Non-RTB sales proceeding straight to Transfer - with overage	£ 1,250.00	£ 1,250.00
Legal	SALES ETC	Matters including agreements, contracts or which are complex and/or protracted to be assessed on a time recorded basis (£250.00 per hour)	£ 250.00	£ 250.00
Legal	SALES ETC	Grant of Deed of Easement (straightforward cases only)	£ 950.00	£ 950.00
Legal	SALES ETC	Grant of Wayleave Consent	£ 450.00	£ 450.00
Legal	GRANT OF LICENCES TO OCCUPY, GRAZING LICENCES, CONCESSIONS	Grant of Licence to Occupy	£950	£950
Legal	GRANT OF LICENCES TO OCCUPY, GRAZING LICENCES, CONCESSIONS	Grant of Grazing Licence or Farm Business Tenancy - Based on an hourly rate of Per Hour	£250	£250
Legal	PROPERTY & COMMERCIAL	General matters where legal services are provided - To be assessed on a time recorded basis (per hour)	£250	£250
Legal	PLANNING AGREEMENTS	Section 106 - all work connected with Planning Agreements (including Variations, Releases, Supplementary Agreements) To be assessed on a time recorded basis (per hour)	£250	£250
Legal	LITIGATION	All Litigation - Court litigated matters at per hour (National Scale Band 2A.)	£255	£255
Legal	LITIGATION	All Litigation - Court litigated matters at per hour Contentious cost recovery	£ 150.00	£ 150.00

Car Park Name	Summer Car Parking Charges 2026/2027 (Winter charges between 1st November - 31st March are set at 50% of current summer tariffs)						
	Up to 1 Hour	Up to 2 Hours	Up to 3 Hours	Up to 4 Hours	Up to 5 Hours	Up to 6 Hours	All day
West Street Short Stay, Axminster	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£11.00
West Street Long Stay	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
Poplar Mount Long Stay	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
South Street Short Stay	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£11.00
Coombe Lane Long Stay	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
Central Short Stay, Beer	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -
Central Long Stay, Beer	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Fore Street Short Stay, Beer	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -
Cliff Top Long Stay, Beer	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Seaton Jurassic Long Stay	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
The Underfleet West Long Stay	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Orchard Road Short Stay	£1.60	£3.30	£4.90	£6.60	£8.20	£9.90	£11.00
Seaton Town Hall Long Stay	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£6.60
Dolphin Street Long Stay, Colyton	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
Manor Road Long Stay, Sidmouth	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Roxburgh Short Stay, Sidmouth	£1.60	£3.30	£ -	£ -	£ -	£ -	£ -
Mill Street Short Stay, Sidmouth	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -
Ham East Short Stay, Sidmouth	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -

Ham West Short Stay, Sidmouth	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -
Manor Pavillion Short Stay, Sidmouth	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Blackmore Gardens, Sidmouth	£2.00	£4.00	£ -	£ -	£ -	£ -	£ -
Church Street Long Stay	£0.40	£0.80	£1.30	£1.70	£2.20	£2.60	£4.40
Brook Street long stay	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
Canaan long stay	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
Underhill long stay	£0.40	£0.80	£1.30	£1.70	£2.20	£2.60	£4.40
Lime Kiln long stay	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Rolle Mews short stay	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -
Lower Station short stay	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£11.00
Exmouth Town Hall Short Stay	£1.10	£2.20	£3.30	£3.30	£ -	£ -	£ -
Estuary Lorry/coach park	£1.10	£2.20	£3.30	£4.40	£5.50	£5.50	£5.50
Estuary car park Long Stay	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£6.60
Imperial Road Short Stay	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -
Imperial Recreation Ground Long Stay	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
London Hotel Short Stay	£1.60	£3.30	£4.90	£4.90	£ -	£ -	£ -
Maer Road Long Stay	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£6.60
Queens Drive Long Stay	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Queens Drive Echelon Long Stay	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Camperdown Terrace, Exmouth	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Mamhead Slipway	£22.00	£22.00	£22.00	£22.00	£22.00	£22.00	£22.00
Foxholes	£2.20	£4.40	£6.60	£8.80	£8.80	£8.80	£8.80
Old Lifeboat Station Short Stay	£1.10	£2.20	£3.30	£3.30	£ -	£ -	£ -
Beach Gardens Short Stay	£2.20	£4.40	£6.60	£6.60	£ -	£ -	£ -

Therma Hulbert Gallery	£1.10	£2.20	£3.30	£4.40	£5.50	£6.60	£11.00
Lace Walk Short Stay	£1.65	£3.30	£4.90	£6.60	£8.20	£9.90	£11.00
Silver Street Long Stay	£1.10	£2.20	£3.30	£3.30	£3.30	£3.30	£3.30
King Street Short Stay	£1.60	£3.30	£4.90	£4.90	£ -	£ -	£ -
New Street North Long Stay	£1.60	£3.30	£4.90	£4.90	£4.90	£4.90	£4.90
New Street South Short Stay	£1.60	£3.30	£4.90	£4.90	£4.90	£4.90	£4.90

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**Financial implications:**

This report outlines in detail the financial implications and risks associated with the budgets proposed.

**Legal implications:**

No legal observations are required.



## APPENDIX 1

### DRAFT REVENUE BUDGET 2026/27 – SPECIAL ITEMS

#### **1) Play Park Consolidation Study - £20,000**

EDDC has over 80 play spaces across the district, with high numbers of small sites in our bigger towns.

Maintaining many small sites puts significant strain on the councils funds, and future capital bids as many come up to their end of life.

These small sites are often run down, have limited play provision and in poor locations, and potentially could be consolidated in the future. However we need to establish what we legally can and can't do first.

These are typically playparks taken on from developers, which often can be very close to each other when multiple developers built close to each other.

One example of playground density, in Exmouth the very top of Dinan way, (north of Marley Road) has 4 play parks within 1.6km<sup>2</sup>. One has been replaced, one is due to be replaced and two further will need replacement soon.

We have performed ad-hoc legal investigation previously, as a small site in close proximity to a large playpark was asked to have equipment reinstated after it had been removed due to age. This search proved we did not need to keep play equipment, but had to keep as public open space.

#### **2) Cultural Strategy delivery - £37,500 – see Appendix 1 (i)**

#### **3) Tourism Strategy delivery - £30,000 – see Appendix 1 (i)**

#### **4) CVC service by Devon Communities Together - £60,000 – see Appendix 1 (ii)**

#### **5 & 6) Streetscene operational staff pressures - £118,000 and £34,000**

##### **STREETSCENE RESOURCE REQUEST (AH)**

##### **1. Operations - Ongoing growth demand from new developments, population growth and climate change. £59k (£75,644 including seasonal already added to base)**

To provide sufficient resourcing for new areas of growth in East Devon's West End (including **Tithe Barn**, **Cranbrook**, and new developments near **Exmouth** and **Exeter**). The growth has increased demand for operational services across areas, and especially at beaches, and we

need team resource to keep pace. Resulting impact on busier summer season including an increase in areas such as Sidmouth which haven't previously received additional seasonal resource. This proposal seeks approval for additional capacity. These teams have been at capacity for some time, with limited resource growth over the past 10 years. We are no longer able to meet all operational functions without some additional mobile operative resource.

- Increased hours for part time role to provide 1 day additional toilet cleaning in Exmouth.
- 1 FTE Exmouth town team to meet growth demands from population and visitors. Reduces reliance on overtime to cover core duties.
- 1 additional seasonal for Exmouth seafront (included in base).
- 2 additional seasonals for Sidmouth & Honiton to share - seafront and town increased demands.
- 1 additional seasonal for Budleigh & Exmouth outer teams – increased demands.

## **2. Operations Management – Additional Deputy Operations Manager £59k (bottom of grade 5 plus 36% oncosts)**

Due to the lack of increase in resource for many years and the recent reduction in supporting posts (Projects and Parks Officer), coupled with the ongoing capacity and staffing issues within the Area Officer team, there is now significant pressure managing a growing area with reduced resources, and a need to address service efficiency, staffing issues and improvement. We are therefore now at risk of service failure. In order to tackle these issues and prevent public service failure, we urgently need to add an additional Deputy Operations Manager to address existing business-as-usual delivery pressures across the whole of Streetscene and support the ongoing management of performance issues that are hindering day to day operations. It could potentially facilitate operational moves to LATCo over the short-medium term, as well as provide some modest capacity to support corporate transformation projects such as CAT. An additional benefit of having another Deputy Operations Manager is that it would allow for a service split in the event of an expanded Exeter LGR model.

## **3. Operations – West End specific growth (as discussed in budget setting this could push to 27/28) £34k (grade 1 plus oncosts)**

1 FTE for demand growth associated with population increases and house building around the West End.

## **7) LATCO client side manager - £60,340**

As part of the creation of our LATCo (local authority trading company) we will be maintaining client and contract control and monitoring through the retention of a client manager.

The new client manager role will be a high-profile critical role responsible for managing the contract and service delivery by the LATCo. The role is responsible for ensuring the recycling and waste contract with our LATCo (circa £10 million p.a.) is delivered to required standards and is the lead on all tasks involved with this.

## ELT REPORT



Report Name	Business Case for Culture and Tourism Funding from 2026/27	ACTION	
Report to ELT	ELT	Decision	X
Date of Meeting:	23 September 2025	Noting	
Author & Role title:	Tom Winters (Senior Economic Development Officer), Sarah Elghady (Cultural Producer) and Geri Panteva Senior Economic Development Officer)	Discussion	
Directorate:	Place	Assurance	
Presenter:	Andy Wood	Confidential	

### Executive Summary

The UK Shared Prosperity Fund (UKSPF) programme funded by central Government will end in March 2026, with no replacement likely to benefit East Devon. Without future funding, there is a high risk that the momentum which has been generated in the delivery of the [Cultural Strategy](#) and [Tourism Strategy](#) will stall. The impact of both programmes has been far reaching in supporting local business growth, community cohesion and a significant boost to the Council's reputation as an 'anchor enabler' in these sectors.

To continue this work, the Portfolio Holder has instructed officers to prepare a business case for internal funding from 2026/27 onwards. In addition to meeting core Council Plan objectives, the business case demonstrates financial benefits to supporting these sectors. This will help the council to protect the business rates revenue already collected. Increased revenue to EDDC is also expected, through car parking and increased usage of our cultural assets and green spaces.

### Recommendation(s)

That ELT support the following request for two rolling budgets beginning in 2026/27, and that these be presented to members for consideration as part of the budget-setting process:

1. A budget of £37,500 to continue delivery on the Cultural Strategy
2. A budget of £30,000 to continue delivery on the Tourism Strategy

### Strategic Case

The Council Plan sets out two key actions relevant to this report:

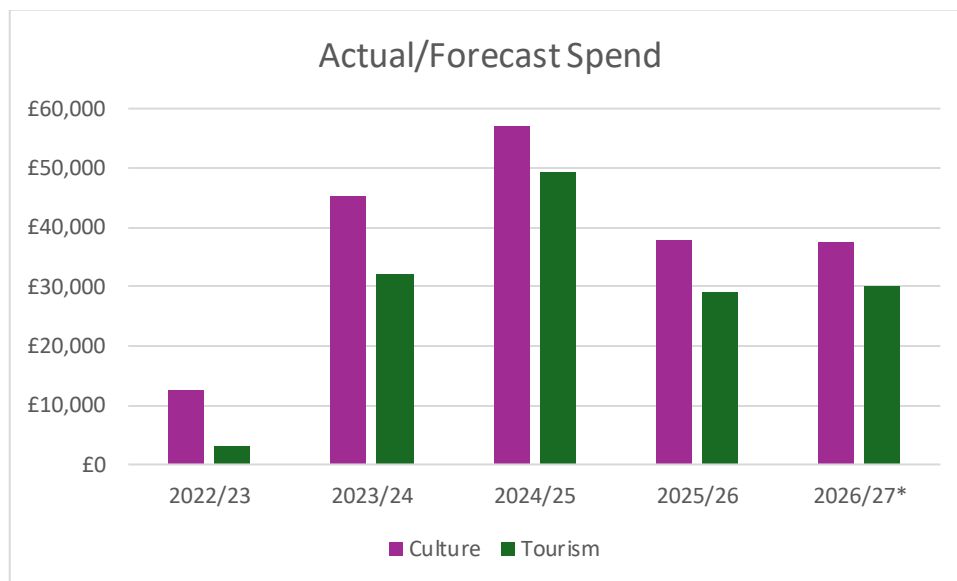
- *HC37: Deliver the Culture Strategy 2022-31 and action plan to improve access to cultural events for our residents*
- *RE11: Implement the Tourism Strategy and the Culture Strategy to ensure development of high quality, inclusive, and sustainable culture and tourism offers.*

The delivery of these strategies since 2022 has been aided by the deployment of East Devon's UK Shared Prosperity Fund (UKSPF) allocation. The [evaluation](#) of the UKSPF funded cultural programme and sustainable tourism programme shows that in the previous three years, these programmes have been delivered to a high standard:

*"The [sustainable tourism programme] was **effective in supporting local events** and bringing together businesses to collaborate and share best practice"*

*"For the small budget awarded, the Cultural Programme was able to **overachieve on output targets** and deliver a huge number of impacts. The [Creative East Devon Fund] in particular **demonstrated great value for money** as the benefits of each project were significant in comparison to the small amount of funding awarded."*

Between January 2023 and March 2025, 153 cultural organisations and 528 volunteering opportunities were supported, and 217 people attended training courses through the Cultural Programme. 32 organisations were awarded grants through the Creative East Devon Fund (CEDF), engaging over 7,000 people, supporting 28 local events, and creating 11 roles in the arts and culture sector. This was achieved with modest budgets and a single lead officer.



\* Requested budget for 2026/27

Given the continued delivery of these two strategies are key corporate priorities, there is a clear strategic case for providing small rolling budgets for these activities. This case only amplifies once past delivery has been taken into account, with overachieving targets and good value for money observed.

A [recent report](#) by the Great South West showed that creative industries in the South West are outpacing those in London. Helping to nurture this sector further could help the longer-term growth narrative of the region. An ongoing budget also contributes to LGR readiness, by maintaining strategic commitments and sector resilience during a time of uncertainty.

## Economic Case

In addition to the clear strategic case, there is a clear economic case to be made for supporting these sectors.

The current state of the tourism sector paints a clear picture in terms of the need for continued public support. UK Hospitality [recently announced](#) that half of the UK job losses since the last Autumn Budget have been in the hospitality sector. The state of the South West's tourist sector largely mirrors these national trends, with the Director of the South West Research Company confirming that "*tourism performance has been down year on year for sometime*".

Tourist spend in East Devon in 2024 performed slightly better than in 2023, but we have been advised that this is likely to be linked to inflation rather than people buying more on their visits. Day visits are down 6% and estimated employment in the sector is down 13%. Staying visitors nights have reduced 10% from 2022 to 2024, indicating that accommodation providers are among the most impacted tourism businesses.

2023		2024P	24P V 23 CHANGE
616,000	Staying visitor trips	603,000	-2%
3,030,000	Staying isitor nights	2,991,000	-1%
£175,321,000	Staying visitor spend	£176,979,000	1%
3,255,000	Day visits	3,054,000	-6%
£144,708,000	Day visitor spend	£144,399,000	0%
£320,029,000	Direct visitor spend	£321,378,000	0%
£11,249,617	Other related spend	£11,455,150	2%
£331,278,617	TOTAL VISITOR RELATED SPEND	£332,833,150	0%
5,740	Estimated actual employment	5,012	-13%
4,275	FTE employment	3,752	-12%
9%	Proportion of all employmen	7%	-2%

Table provided by the South West Research Company

Data from the South West Research Company shows that East Devon's tourism economy has still not recovered from pre-pandemic levels. Adjusting for inflation, total spend in 2024 would need to be £258,405,000 just to keep pace with the 2015 figure. Actual spend in 2024 was 31% lower than this. Trips made and nights stayed in East Devon declined between this period, despite a 6% increase in the UK population which should have led to increased demand.

East Devon	Trips	Nights	Spend
2015	821,000	3,767,000	£193,658,000
2024	603,000	2,991,000	£176,979,000

The total rateable value of East Devon properties in the tourism sector comes to around £122m. This does not include retail, food and drink providers and other sectors which rely on the tourism sector, along with those in the creatives industry. If the sector continues to decline, **there is a risk that business rates income to the council could decrease**, as businesses close and either remain vacant or are converted to residential uses, where

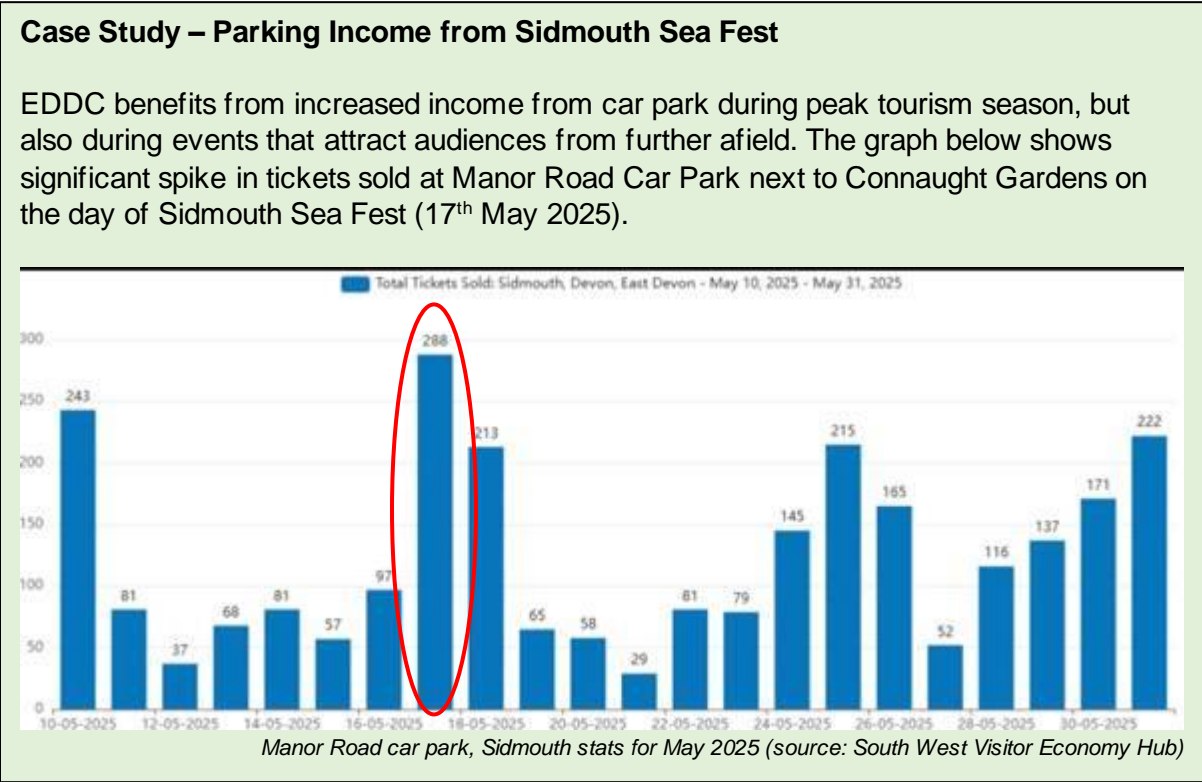
EDDC’s share of Council Tax is lower. Income from car parks, our commercial estate and other EDDC assets may also decrease if these trends continue.

With the majority of UKSPF investment in culture and tourism taking place this year and last year, we hope to see a positive uptick in the tourism data for 2025. With continued investment, we hope to build on this work, helping to turn the tide.

In addition to protecting the income we already receive, there are financial incentives for the council for promote growth in the cultural and tourism sectors. This is shown visually below:



Small rolling budgets for cultural and tourism should be regarded as investments, to help secure additional income whilst protecting the existing revenues already generated. We have seen clear examples where specific events has yielded additional income to the council.



The footfall measured via mobile phones in Sidmouth during the Sidmouth Jazz Festival was 28,482, while the same period the week before and after measured 21,732 and 18,989 respectively. This too would have likely led to increased car parking income before and after the festival.

In addition to car parking income, Streetscene receive income from events on council land. Since April 2025, 10 festivals have taken place, along with 12 other cultural events and 7 filming licenses issued. By supporting additional festivals and events, this income can grow further.

There is also an opportunity to tie in tourism marketing with cultural assets. For example, promoting theatre-themed weekend breaks could help to increase ticket sales at the Manor Pavilion Theatre. A similar link could be established with Thelma Hubert Gallery and art-themed getaways.

Supporting Screen Devon will be a key part of increasing income received from filming on council assets. We have seen a [significant increase](#) in large productions in East Devon over the last few months. Screen Devon has been pivotal, either in landing those filming opportunities or supporting film crews (landed by others) once they have arrived in the local area.

Estimated production spend data in East Devon District is limited, although figures from Screen Devon for two recent quarters is outlined below. These are attributed to a Bollywood production (2024/25) followed by a large Amazon MGM Studios Feature filming at Beer Quarry Caves (2025/26):

**2024/25 (Q3)**

- Feature Film – Medium Budget > £10m+ - **£759,000** (inc prep/strike dates)

**2025/26 (Q1)**

- Feature Film – High Budget > £60m+ - **£3,132,250** (inc prep/strike dates)

**Case Study – Bollywood Film: House Full 5, Beer & Sidmouth, October 2024**

The events team charged £35,000 for the filming in Beer and £11,151 for hire of the Sidmouth car park and EDDC Officer time spent. After expenses, including vehicle hire and further staffing expenses, the **total clear profit for EDDC from the filming was £23,093.82.**

Screen Devon provided us with a breakdown of expenditure from the production company that totalled £687,112.74 spent at local Devon based businesses with an estimated 40% (approx. £275,000) of the total spend going directly to East Devon based companies, specifically hotels and restaurants.

In order to continue to ensure East Devon is a well promoted film and TV location for production companies, we need to continue to invest and support Screen Devon. This will no doubt lead to continued income for EDDC and the wider tourism industry as evidenced in the Bollywood case study.

There is a clear economic case to continue investment in cultural and tourism related activity. With these small investments, we can not only protect the income we already generate but help to grow these sectors further.



## Financial Case

An indicative 2026/27 activity plan has been articulated for both proposed budgets. Each activity has a specific purpose, budget and linked inputs, processes and outputs relating back to the Economic Case.

### *Cultural Budget Activity (Proposed, 2026/27)*

Culture Budget Request	Proposed Activity 2026/27	Request for 26/27
£37,500	Arts and Culture East Devon Network	£2,500
	Creative East Devon Fund	£20,000
	Villages in Action	£5,000
	Screen Devon	£10,000

#### **Arts and Culture East Devon Network:**

- **Activity:** Provides a central platform to engage and promote arts and culture across the region. Inviting industry leaders to share best practice and funding opportunities.
- **Input:** Residents and tourists
- **Process:** Improve the quality of existing cultural assets and events
- **Output:** Increased income from EDDC car parks, green spaces and cultural assets

#### **Creative East Devon Fund:**

- **Activity:** To offer small grants for arts, culture, and heritage organisations and activities which align with the Cultural Strategy
- **Input:** Residents and tourists
- **Process:** Improve the quality of existing cultural assets and events and quantity of new cultural assets and events
- **Output:** Increased income from EDDC car parks, green spaces and cultural assets

#### **Villages in Action (Cultural Top-Up):**

- **Activity:** Bringing live performance, arts and cultural events to rural communities across Devon.
- **Input:** Residents
- **Process:** Improve quantity of cultural assets and events in rural areas
- **Output:** Increased income from cultural assets

#### **Screen Devon:**

- **Activity:** To attract and facilitate film and TV productions to stimulate economic activity in Devon as well as support training and talent development in the region.
- **Input:** Tourists
- **Process:** Increased number of visitors to tourist attractions and local retail and hospitality providers
- **Output:** Increased income from car parks and sustained business rates income from tourist/hospitality providers

### ***Tourism Budget Activity (Proposed, 2026/27)***

<b>Tourism Budget Request</b>	<b>Proposed Activity 2026/27</b>	<b>Request for 26/27</b>
£30,000	East Devon Tourism Network	£10,000
	Festival & Events Support	£10,000
	Cultural Tourism Map Marketing	£5,000
	South West Visitor Economy Hub	£5,000

#### ***East Devon Tourism Network***

- **Activity:** A platform for local tourism businesses to share best practice and encourage collaboration across the wider sector, focussed on sustainability, accessibility and quality.
- **Input:** Tourists
- **Process:** Increased number of visitors to tourist attractions and local retail and hospitality providers
- **Output:** Increased income from EDDC car parks and sustained business rates income from tourist/hospitality providers

#### ***Festival & Events Support***

- **Activity:** To promote festivals and events through a small grant fund and to appoint a marketing agency to promote festivals and events featured on our Cultural Tourism Map
- **Input:** Tourists
- **Process:** Increased number of visitors to tourist attractions and local retail and hospitality providers
- **Output:** Increased income from EDDC car parks, green spaces and cultural assets and sustained business rates income from tourist/hospitality providers

#### ***Cultural Tourism Map Marketing***

- **Activity:** To continue the distribution and promotion of the [Cultural Tourism Map of East Devon](#)
- **Input:** Tourists
- **Process:** Increased number of visitors to tourist attractions and local retail and hospitality providers
- **Output:** Increased income from EDDC car parks, green spaces and cultural assets and sustained business rates income from tourist/hospitality providers

#### ***South West Visitor Economy Hub***

- **Activity:** A revolutionary new online tool presenting key sector and visitor trends through intuitive visuals and graphics.
- **Purpose:** helps EDDC to gain valuable insight into different data, to monitor progress against Tourism Strategy objectives

As the indicative spend plan shows, there is a clear link between the proposed activity and the inputs, processes and outputs relating back to the Economic Case. For the next three-year period, lead officers will observe progress and tweak activity where necessary to maximise the value of this funding.

## Management Case

The delivery of the Cultural Strategy will continue to be led by the Cultural Producer, whilst the Senior Economic Development officer will continue to utilise a third of their time on the Tourism Strategy. This approach was effective during the delivery of the UKSPF funded programmes and should be continued if internal funding is secured.

We will continue to work with external partners, such as Screen Devon and East Devon Excellence to ensure that future delivery remain grounded in the two respective sectors, with the council playing an 'anchor enabler' role.

Monitoring of high level success will be possible through the data provided via the South West Visitor Economy Hub and statistics available internally. Monitoring of car parking data, income from assets and business rates are examples of this. Qualitative data will also be important, with the ACED Network and East Devon Tourism Network being physical feedback mechanisms for the success of these programmes.

## Political Considerations

The Portfolio Holder for Culture, Leisure, Sport and Tourism has provided a clear steer to officers that he expects a budget request to be made for these activities. This indicates a strong political desire for this work to continue which is worth noting at this stage.

## Links to further information

- [Cultural Strategy](#)
- [Tourism Strategy](#)

## Financial implications

2.1 The recommendation is for this funding request to be presented to members as part of the budget setting process, this will be decision for members to consider alongside the necessary reduction in spending to balance the exiting identified budget gap for 2026/27. (SD)

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*Please add initials after the comment so ELT are clear who has added them*

## Legal implications

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

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*Please add initials after the comment so ELT are clear who has added them*

## HR implications (if applicable)

4.1 [none]

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## Resource, asset and climate implications (if applicable)

5.1 [aiding climate change awareness is a core part of the CS and TS]

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**Equality Impact Assessment outcomes (if applicable)**

6.1 [diversity and inclusion are core parts of the CS, with accessibility a priority for the TS]

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**Next steps**

Add in Mark and Louisa's comments

Speak to Louisa re expectations

Should be put forward to members to make the decision

That a proposal be put forward for the 2026/27 budget setting process.

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**Director approved date:**

**ELT Approved: Yes but to be put to members**

**ELT approval date: 23 September 2025**

**ELT Approved – after actions completed:**

**Not Approved:**

**Ready to be shared with SLT:**

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**Additional information required**

**Report to:** ELT/

**Date of Meeting:** 5 August 2025

**Confidential:** No

**Report Author:** Joanne Avery

**Directorate:** Governance



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## **Executive Summary**

This report is provided to request that a budget is agreed for 2026/27 to continue the funding of the CVS service provided by Devon Communities Together.

## **Recommendation(s)**

- That a budget line is added to the 2026/27 budget for £60k to continue the funding of the CVS service by Devon Communities Together for another year.

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## **Main body of report**

1. The Council for Voluntary Service (CVS) provided by Devon Communities Together (DCT) has been a vital support for the voluntary, community, and social enterprise (VCSE) sector in East Devon. The service has been funded by the UK Shared Prosperity Fund (UKSPF) for the past three years, enabling significant progress in community support and engagement. However, with the conclusion of the UKSPF funding, it is imperative to secure continued financial support to ensure the sustainability of this essential service.
2. The CVS service has played a crucial role in enhancing the capacity and effectiveness of VCSE organisations in East Devon. By providing governance, training, and funding advice, the CVS has helped these organisations to better serve their communities. The service has also facilitated coordination among various VCSE groups, enabling a more unified and effective response to community needs.
3. The impact of the CVS service over the past three years has been substantial. It has:
  - Supported VCSE organisations in submitting strong and successful funding applications.
  - Ensured that community and voluntary services operate in a more coordinated manner.
  - Provided opportunities for support in areas such as governance, training, and funding advice.
4. Specific Examples of CVS Impact
  - The CVS service has helped and supported organizations with their funding bids, increasing the likelihood of them submitting strong and successful applications.
  - The development of a new CVS has ensured that community and voluntary services can operate in a more coordinated manner, with more opportunities to

unlock funding and provide other services to improve the quality of provision across East Devon.

- The CVS service has made great connections and had a real positive impact on the sector in East Devon.
  - The CVS service has become a coordinating force for the sector, with greater attendance at training events and better coordination of support.
  - The CVS service has provided a coordinating service for the VCSE sector in response to wider campaigns and initiatives that may benefit from a multi-organisational response.
5. To continue this vital work, it is requested that a budget is allocate funding for the CVS service in the 2026/27 financial year. The proposed funding of £60,000 per year will ensure that the CVS can maintain its support for the VCSE sector and continue to build on the successes achieved so far.
  6. It is important to note that East Devon is one of the only districts in Devon that does not have a CVS service. This puts the district at a disadvantage compared to other areas that benefit from the coordinated support and resources provided by a CVS. By funding the CVS service, East Devon District Council will ensure that the district is not left behind and that its communities continue to receive the support they need.
  7. The continuation of the CVS service by DCT is essential for the ongoing support and development of the VCSE sector in East Devon. With the conclusion of the UKSPF funding, it is crucial that East Devon District Council steps in to provide the necessary financial support. By doing so, the Council will ensure that the vital work of the CVS service continues, benefiting the entire community.

More information about the service can be found in their last report [Q1 2025/26](#)

## **Financial implications**

### **2.1 Impact on the 2026/27 budget**

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## **Legal implications**

### **3.1.**

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## **HR implications (if applicable)**

### **4.1 None applicable**

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## **Resource, asset and climate implications (if applicable)**

### **5.1 None applicable**

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### **Equality Impact Assessment outcomes (if applicable)**

6.1 Continuing the funding of the CVS project will ensure that the VCSE sector in East Devon continues to receive the support it needs to thrive. This will have a positive equity impact by enhancing the capacity and effectiveness of these organisations, enabling them to better serve their communities and operate in a more coordinated manner.

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### **Next steps**

1. ELT agreement
2. Budget line included in the 2026/27 budget

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**Director approved date:**

**ELT approval date:**

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**Additional information required**

Report to: Cabinet

Date of Meeting 7<sup>th</sup> January 2026

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



## Devolution and Local Government Reorganisation Update

### Report summary:

This report follows the submission of the full proposal for the 4-5-1 model of local government reorganisation in Devon to the Secretary of State in November 2025. An update is provided on the other proposals that were submitted alongside this model. The report then goes on to consider the next stages in terms of the consultation and decision-making process and the transition to implementation planning. Finally, the report provides an update in relation to devolution proposals and the strategic importance of moving to a Mayoral model.

### Is the proposed decision in accordance with:

Budget Yes ☐ No ☒

Policy Framework Yes ☒ No ☐

### Recommendation:

That Cabinet;

- Notes the next steps in relation to proposals for local government reorganisation and the potential establishment of a mayoral strategic authority
- Further to the letter of 25 July 2025 signed by this and the other ten Devon councils jointly expressing an interest in future Devon devolution opportunities, agrees to liaise with the other Devon Districts, the County Council and Plymouth City and Torbay Councils with the intention of reinvigorating the Team Devon partnership
- Receives further reports as the proposals evolve and key stages are reached

### Reason for recommendation:

To ensure that Cabinet is fully informed of the progression of proposals relating to both local government reorganisation and devolution.

Officer: Andy Wood, Director of Place, [andy.wood@eastdevon.gov.uk](mailto:andy.wood@eastdevon.gov.uk)

Portfolio(s) (check which apply):

- ☐ Assets and Economy
- ☐ Communications and Democracy
- ☒ Council, Corporate and External Engagement
- ☐ Culture, Leisure, Sport and Tourism
- ☐ Environment - Nature and Climate
- ☐ Environment - Operational
- ☐ Finance



- ☐ Place, Infrastructure and Strategic Planning
- ☐ Sustainable Homes and Communities

**Equalities impact** Low Impact

**Climate change** Low Impact

**Risk:** Low Risk;

**Links to background information** <https://www.gov.uk/government/publications/recommended-code-of-practice-for-local-authority-publicity>.

**Link to [Council Plan](#)**

Priorities (check which apply)

- ☒ A supported and engaged community
  - ☒ Carbon neutrality and ecological recovery
  - ☒ Resilient economy that supports local business
  - ☒ Financially secure and improving quality of services
- 

## 1. Background & Context

1.1 Cabinet and Council have, over the course of 2025, received a series of reports in relation to devolution and local government reorganisation. This culminated in the consideration of the full proposal for the 4-5-1 model of local government reorganisation in November 2025 which was then duly submitted to the Secretary of State by the deadline of the 28th November. This report provides an update on the different options that have been submitted alongside the 4-5-1 model, sets out the next steps in terms of consultation and considers the wider shift to implementation including in terms of governance and resourcing. More widely the report also provides an update in relation to proposed devolution arrangements and the potential establishment of a Mayoral Strategic Authority.

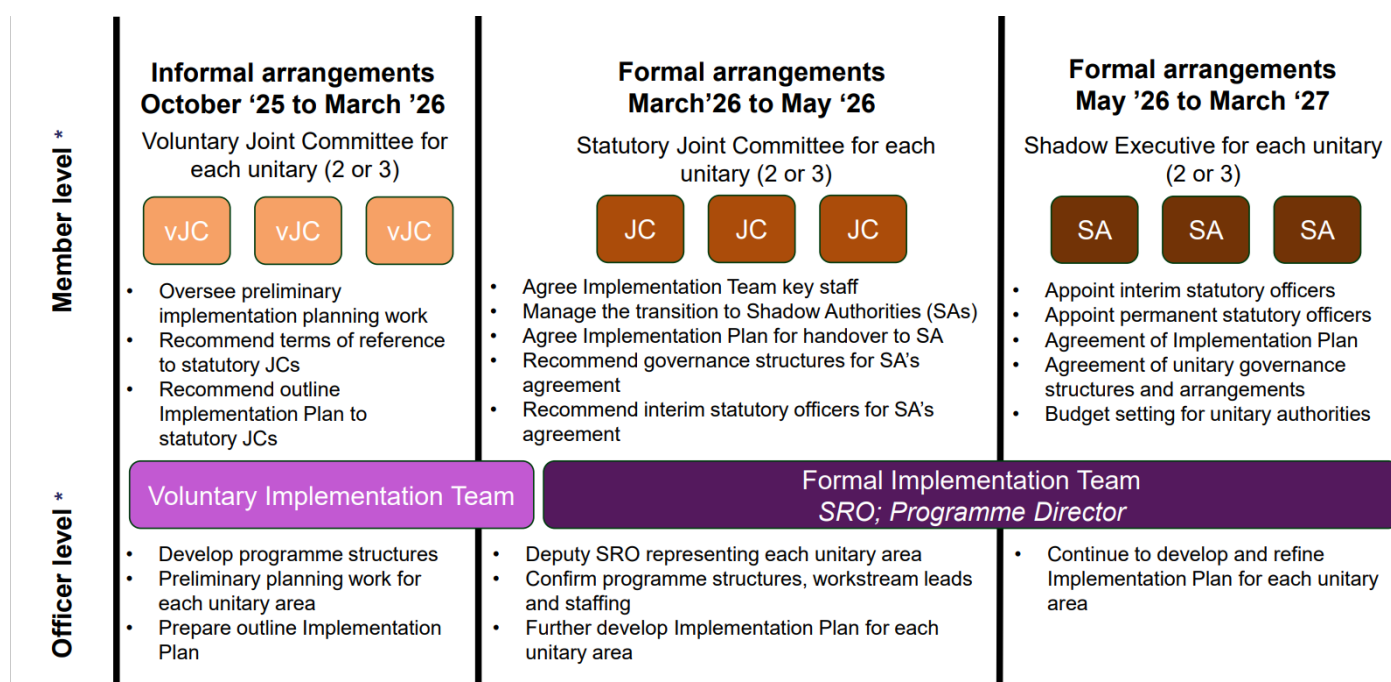
## 2. Options for Local Government Reorganisation

- 2.1. The Ministry of Housing, Communities and Local Government has confirmed that the following options have been submitted for consideration;
- 3 unitary authorities – South Hams, Teignbridge, West Devon – Reimagining Devon (also known as the 4-5-1 model).
  - 3 unitary authorities – Mid Devon, East Devon, North Devon, Torridge – Reimagining Devon (with a request to modify boundaries) (also known as the 4-5-1+ model)
  - 3 unitary authorities – Devon County Council – The Case for Devon (also known as the 9-1-1 model).
  - 4 unitary authorities – Plymouth & Exeter – Proposal for Local Government Reorganisation in Devon.
  - 4 unitary authorities – Torbay – Proposal for Local Government Reorganisation in Devon.
- 2.2 As anticipated, Devon is at the upper end of the spectrum nationally in terms of the number of potential options. In accordance with the Local Government and Public Involvement in Health Act 2007, the Secretary of State must now consult affected local authorities and other appropriate persons. Recent correspondence confirms that this will commence in early February and last for seven weeks. A final decision, in terms of the chosen option, is then expected to be made in July.

2.3 The Minister for Local Government and Homelessness has recently written to Council Leaders reminding them of the responsibility to uphold and adhere to the Recommended Code of Practice for Local Authority Publicity ('the Publicity Code'). The provisions on objectivity, even-handedness and the appropriate use of publicity are highlighted as the most relevant.

### 3. Implementation

- 3.1. There will need to be ongoing engagement with MHCLG to help define the 4-5-1 proposals and provide further explanation as to how they can be implemented successfully. As part of this process this council, in partnership the other District and Borough Councils, will need to engage with and support this process. Alongside this there is a programme of activity that can be progressed on an option agnostic basis. The document contained at Appendix A sets out the breadth of potential activity, as defined by MHCLG, and that will help to provide the foundation for successful implementation regardless of the option that is finally chosen. This activity will require resourcing across the authorities and also the establishment of shared governance arrangements which will then build over time towards the Shadow Authority.
- 3.2. The example below from Surrey, which is in the vanguard of the current wave of local government reorganisation, helps to demonstrate how arrangements will need to evolve across three phases including transitioning from voluntary to more formal arrangements.



3.3 The form these arrangements will take in Devon is currently uncertain. This includes whether there will be a single Programme Management Office and the terms of reference for any joint committee. MHCLG has appointed a sector advisor (John Metcalf) to help to broker a way forward. Implementation planning will need to be progressed in addition to ongoing service delivery. Agreement will also need to be reached on the thorny issue of how associated preparatory and implementation costs will be apportioned across the constituent authorities.

3.4 There is currently headroom within the budget agreed by Cabinet in June 2025 to support LGR related work. Given the uncertainty around the precise form and scope of this work, this position will need to be kept under careful review.

## 4. Devolution

- 4.1 Whilst the recent focus has been on local government reorganisation, it is important not to lose sight of the proposals for wider devolution. Indeed in the context of the Fairer Funding Review and the ending of UK Shared Prosperity Funding, without an enhanced devolution deal, Devon will be at a significant disadvantage relative to other areas in terms of the ability to access resources.
- 4.2 All the Councils in Devon supported a letter to the Minister of State for Local Government and English Devolution in July 2025 expressing a joint interest in pursuing future devolution opportunities. The letter proposed the creation of a South West Peninsula Mayoral Strategic Authority (MSA). The proposed MSA would encompass a population of in excess of 1.2 million people and an economy worth over £25 billion annually. The letter made it clear that the leaders believed that the time was right for a more comprehensive devolution agreement and committed to working at pace to develop this. This included scope to include Cornwall as part of a wider Mayoral Combined Authority.
- 4.3 The subsequent response to the letter was to give encouragement for Devon to move towards a Mayoral model but there was no specific commitment to a timeline for this. More recently in a letter to Cornwall Council's senior leadership, the Secretary of State recently confirmed that the Government is:
- Minded to grant a bespoke devolution deal for Cornwall.
  - Likely to designate Cornwall Council as a Single Foundation Strategic Authority on an exceptional basis. This is subject to the passing of the English Devolution and Community Empowerment Bill and parliamentary approval.
  - Recognising Cornwall's unique status and that the deal will not require amalgamation with neighbouring authorities (ruling out a "Devonwall" deal) and is unlikely to be led by a directly elected mayor. This is a deviation from the Government's usual preference for deals led by elected mayors.
- 4.4 More widely the government has announced a delay to the inaugural mayoral elections for four of the six areas included in the Devolution Priority Programme (DPP). The inaugural mayoral elections for the following four areas, which were originally scheduled for May 2026, have been postponed to May 2028:
- Greater Essex
  - Hampshire and the Solent
  - Norfolk and Suffolk
  - Sussex and Brighton
- 4.5 The Secretary of State stated that the delay is necessary to allow these areas to complete the complex process of local government reorganisation before the mayors take office. The government's position is that devolution is strongest when it is built on strong foundations and that the mayors should come into office with effective and empowered unitary council structures already in place. This move has been met with criticism, both in terms of the financial impact, whereby the four affected areas will collectively receive less annual investment fund money over the next two years (2026/27 and 2027/28), and in terms of undermining the promised devolution revolution.
- 4.6 Despite these two developments, moving to a Mayoral Strategic Authority model remains a key strategic imperative. The current Devon & Torbay Combined County Authority (CCA) provides a platform from which to move forward. Whilst there is a potential legislative pathway to evolve the CCA to a model that includes a directly elected Mayor, this would be a decision for the Secretary of State.
- 4.7 Alongside this careful consideration needs to be given to the inclusion of Plymouth to avoid creating a devolution island. Again, any extension to the geographic scope of the CCA

would be a decision for the Secretary of State. Any proposal would need to set out how any such decision would improve the economic, social, and environmental well-being of some or all of the people that live or work in the area, as well as demonstrating that the proposals have broad public and political support.

- 4.8 Team Devon provides a forum for helping to secure this support. Following a discussion at a recent Devon Districts Forum meeting there is a potential opportunity to reinvigorate this partnership. It was originally anticipated that Team Devon would evolve to become a formal joint committee at the time that the CCA came in to being. It is a recommendation of this report that the Council works with the other District Councils and the County Council to help shape the approach moving forward. This should include exploring whether the forum could cover the same expected footprint of an expanded CCA through the inclusion of both Plymouth City and Torbay Councils.

## **5.0 Conclusion**

- 5.1 This report highlights that both local government reorganisation and devolution will continue to be key areas of focus during the course of 2026. The first stage in this will be to ensure that any queries arising from MHCLG in relation to the 4-5-1 submission are fully answered in collaboration with the other District and Borough Councils who supported this proposal. There will be an ongoing need for considered partnership working to progress initial implementation planning and to work towards a mayoral devolution model. The associated resource requirements are likely to step up over time and further reports will be forthcoming to Cabinet.

### **Financial implications:**

There is no direct financial implication in the recommendations in this report. The overall consequences of Devolution and LGR are financial critical, but this report only giving an update of the current position in terms of process. Budget provision is currently in place to cover expected costs, but the report notes the resources required going forward will be kept under review.

### **Legal implications:**

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

Areas to consider	Resources currently available
Cyber, digital, data and technology (“DDaT”)	
Auditing key IT systems including infrastructure, websites, applications, data systems and licences held for their scope, capacity and limitations e.g. social care customer front door, Revenue & Benefits, democratic services and elections, intranet, finance platforms, HR software, reporting tools and any other business applications which will go beyond vesting day. Note versions of applications and modules included.	<p>More detailed MHCLG guidance coming soon. You can read more about the cyber, digital, data and technology ‘playbook’ being created in the <a href="#">blog</a> published earlier this week.</p> <p><a href="#">LGA Cyber 360 review</a></p> <p><a href="#">Local government reorganisation: Cyber, digital, data and technology considerations   Local Government Association</a></p> <p><a href="#">LGR Digital, Data and Technology Delivery Network   Local Government Association</a></p> <p>See cyber, digital and data resources: <a href="#">Devolution and local government reorganisation resources   Local Government Association</a></p> <p><a href="#">Digital Transformation Learning Hub   Local Government Association</a></p> <p><a href="#">Foundational Specification - Operating Model Toolkit for Case Management Systems - Knowledge Hub</a></p> <p><a href="#">Data Standards for Social Care</a></p> <p><a href="#">Technology Code of Practice</a></p>
Auditing data and information stored on key IT systems to understand how it is stored and can be moved. Remove out of date information and ensure customer data is updated. For the council website, consider where branding or ‘reskinning’ may be required within platforms or forms.	
Collating all proper documentation for IT systems and infrastructure to avoid longer-term issues with understanding systems, integration and troubleshooting. Ensure existing knowledge is appropriately recorded by DDaT officers.	
Auditing DDaT contracts and updating the technology asset register, identifying possible unfavourable terms or limitations that could frustrate transition or incur unexpected costs. Engage suppliers as needed (see Procurement section).	
Creating a forward plan of IT contracts that may require extending. In advance of an IT strategy for the new council, this will require dialogue across the area about systems intended to be removed but currently a full procurement may not be desirable, and so requires balancing avoiding longer extensions that could prevent change in the new council, but also agreeing longer extensions if needed to ensure continuity in the new council (see Procurement section).	
Managing historical data and archive records while ensuring GDPR compliance, including historical papers and microfilm records. Include employee mailboxes and how these may need to be stored and accessed after vesting day.	
<p>Working with other councils in your area and key suppliers to discuss options for how data could be brought together. Explore which data standards, such as Open Referral UK, and SAVVI you will embed going forward. The categories of data that councils have been focused on bringing together are:</p> <ul style="list-style-type: none"> <li>• Governance &amp; Corporate (Electoral Services; Stakeholder Engagement Log; Contract Register; Data Protection; Procurement &amp; Contract Management; Customer Services &amp; Access Channels; Emergency Planning and Subsidiaries, Holdings &amp; Joint Ventures).</li> <li>• Finance &amp; Audit (Treasury; Finance Systems; Charity Accounts; Earmarked Reserves; Bank Accounts; Payroll Model; Payment Processing; Debt Position; External Finance Consultants; Internal Audit; External Audit; Counter Fraud; Insurance Providers; Revenue &amp; Benefits; Grants Received and Provided).</li> <li>• Housing, Property &amp; Assets (Housing Services; HRA; DCN Temporary Accommodation Funding; Property &amp; Non-Property Assets and Asset Management).</li> <li>• Digital &amp; Data including Telephony Lines.</li> <li>• HR data.</li> </ul>	

<ul style="list-style-type: none"><li>Environment and Planning (Town &amp; County Planning, Building Control, Climate Change, Environmental Health, Waste &amp; Street Cleaning and Grounds Maintenance).</li></ul>	<a href="#">Local government reorganisation: Data sharing principles and checklist   Local Government Association</a>  <a href="#">Cyber Assessment Framework (CAF) for local government - UK Government Security - Beta</a>
Establishing decision-making principles for bringing data together which can be developed and adopted at the relevant time. Develop interim data sharing agreements where they are required, as a short-to-medium-term solution (see LGA principles). Discuss options for arrangements for a lead organisation or shared service that can host data which is being brought together.	
Compiling up-to-date lists of data sharing agreements with partners such as health and police, so they may be updated as necessary and used by the new council. Use data standards where possible to improve data quality and sharing.	
Agreeing technology principles and standards, aligning to the Technology Code of Practice where possible.	
Baselining the council's cyber resilience using the Cyber Assessment Framework for Local Government (CAF). We strongly recommend councils undertake as a minimum the Organisational Assessment (Objectives A&D) which focuses on managing security risk and minimising the impact of cyber incidents and consider how to embed recommendations in a new council.	
Adopting a governance and decision-making framework for DDaT decisions ahead of LGR, ensuring there is an SRO at the executive level and there are strong connections to other existing LGR PMO and governance mechanisms in the organisation, especially for procurement and contracts.	
Procurement, contract management and supplier alignment	
Updating the Contracts Registers for all systems e.g. banking and insurance, revenue & benefits, housing, social care, health, planning and HR. Capture systems that generate invoices or payments, to ensure systems can eventually be updated with the information of the new council (note that new bank accounts for the new unitary council will be required, and that this is a lengthy process).	<a href="#">Business Process Mapping / BPM Toolkit - Local Partnerships</a>  <a href="#">Service delivery in uncertain times - LGiU</a>
For councils with a Housing Revenue Account, updating contract information for long term contracts for housing and facilities maintenance.	
Updating the Contracts Register for major capital programmes that might run up to and beyond vesting day.	<a href="#">BSA-Report-Local-Government-Reorganisation-and-Procurement-September-2025.pdf</a>
Identifying PFI project contracts and documentation and what the council's responsibilities are in relation to these.	
Planning early engagement with strategically important suppliers used by multiple councils or carrying out critical services, to understand and plan for suppliers' lead in times as well as migration and licence costs (spend data may be used to identify local suppliers and SMEs). Prepare a communications plan for all suppliers to raise awareness of future changes.	To discuss bespoke support needs, please contact <a href="mailto:procurement@local.gov.uk">procurement@local.gov.uk</a>
Councils across an area should make arrangements as soon as possible for sharing contract information (with standard fields and data formats) and a list of future planned procurement scheduled to take place before vesting day and relevant data. Set up local information sharing protocols with councils in the area and any necessary formalised structures for sharing contract and procurement data at this stage.	
Setting up a procurement sub-group within any existing LGR PMO structures across the area, with an SRO that is able to take forward responsibility for procurement and contracts during the transition.	



Considering if a Section 16 arrangement (under the 2007 Act) will be needed where there is a shared contract with an external party from vesting day, to set out the roles of the councils and responsibilities of the supplier. This is particularly important for big contracts like PPPs, PFI, Waste and Highways.	
<b>Workforce and HR</b>	
Reviewing HR data to capture current employees. This includes updating the Establishment list covering the entire workforce across the council and any council owned companies or Trusts.	<a href="#">Local government reorganisation support - workforce transformation</a>
Ensuring every member of staff has an up-to-date job description and contract of employment, considering how these might impact the appointment process in a new authority. Work together with councils in the area to discuss job evaluation method options for roles and agreeing job descriptions in the new council.	<a href="#">Ten essential workforce considerations for local government reorganisation (LGR)   Local Government Association</a>
If a county council or unitary authority could be disaggregated as part of reorganisation, consider at this earlier stage what the process looks like for allocating staff to the new unitary authorities, taking into account business need factors and personal preferences. Ensuring new unitary councils have a balance of expertise following the transfer will be key. Such a process will require a degree of discussion with Unions.	<a href="#">Local government reorganisation support - workforce transformation</a>
Engaging early with local recognised unions to ensure clarity on the local government reorganisation timeline and indicative timing of staffing transfers (including pre-TUPE consultation).	
Confirming equal pay position and any agreements in place, including known equal pay risk areas and any plans to address them.	<a href="#">Local Government Reorganisation – Golden handcuffs   Local Government Association</a>
Identifying business critical roles across all affected organisations to prioritise retention strategies and transition plans and manage any recruitment risks. Confirming HR support and advice required.	
Identifying potential Single Points of Failure in the organisation and identifying mitigation measures.	
Scoping HR capacity requirements and skills to maintain BAU and manage large scale change.	
Developing change ready strategies and ensure change management policies for staff are fit for the transition process.	
Identifying live HR disputes and assessing likelihood of resolving before vesting day, and any steps required.	
<b>Finance and council tax</b>	
Maintaining local communication on key financial decisions to smooth the transition to service delivery in any new unitary. Consider forthcoming Section 24 direction and consider limiting/jointly agreeing large procurements, asset disposals, significant changes to employment terms and long-term leases etc. These can lock out opportunity for many years and should be jointly agreed (see explanatory note on financial decisions from MHCLG).	<a href="#">Financial decisions before local government reorganisation - GOV.UK</a>
Considering approach to harmonisation of council tax levels, ensuring a single uniform level of band D council tax is set across the new area, no later than the start of year 8 of reorganisation, and how this will align with broader financial planning.	<a href="#">Local Government Reorganisation: CIPFA's template to support the financial information</a>

Considering the form of a new single local council tax support (LCTS) scheme which must be in place no later than the start of the third year post-restructuring.	<a href="#">Finance   Local Government Association</a>  For bespoke support on financial issues, support is available from <a href="#">CIPFA</a> .
Considering the local approach to discounts for second and empty homes and homes undergoing repairs; council tax premiums; and discretionary discounts under s13A(1)(c) of the Local Government Finance Act 1992.	
Early preparation of statement of the council’s likely financial position on (indicative) vesting day date, for both revenue and capital, including assessment of demand pressures and delivering against the medium term financial plan.	
Pensions	
Considering how the Local Government Pension Scheme (LGPS) fund should be structured, managed and governed, including deciding which new authority will take on the role and responsibilities of the Administering Authority's (AA) statutory duties and if there is any scope for mergers.	Speak to the Local Government Pension Scheme team at MHCLG or the Scheme Advisory Board.  The LGPS team can be contacted at <a href="mailto:LGpensions@communities.gov.uk">LGpensions@communities.gov.uk</a>
Considering staffing of the LGPS Fund, particularly during the period of transition to the new AA.	
Considering how the operational risks associated with transfer to a new Administering Authority will be managed, particularly to ensure that there is no impact on payments and all operational risks of transfers are identified and mitigated against (i.e. reliance on the current AA for IT, finance, HR and other functions which currently support the fund).	
Considering how conflicts of interest may be managed by the AA in relation to its other local government functions and those of other participating employers.	
Audit	
Reviewing capacity of the finance team to ensure that accounts can be prepared in good time and audit can progress smoothly to an unmodified opinion, so that new councils have a clear financial starting point.	Contact your external auditor or the MHCLG Local Audit team for further information. The MHCLG Local Audit team can be contacted at <a href="mailto:localaudit@communities.gov.uk">localaudit@communities.gov.uk</a>  Regional Audit Forums are in place to support Audit Committee Chairs. Meeting at least three times a year they provide an opportunity to share good practice and discuss common issues and offer training on key topics, including a focus on LGR. Email <a href="mailto:financeimprovement@local.gov.uk">financeimprovement@local.gov.uk</a> for more information about the regional audit forums and webinars for audit chairs on LGR.  <a href="#">Must know guide: Risk management   Local Government Association</a>
Ensuring there is a complete and accurate register of contingent liabilities, significant risks and outstanding audit recommendations and that it is regularly updated, so that the successor authority has a clear view of risks and liabilities.	
Where audited accounts have been disclaimed due to backstop dates, engaging early with your auditor to discuss requirements for rebuilding assurance by the vesting date. Ensuring that clear working papers and audit trails are available for all opening balances to enable auditors to confirm their accuracy and completeness. This will be particularly important if build-back extends beyond the vesting date for any reason.	
Ensuring that Internal Audit is adequately resourced to maintain essential scrutiny of business-as-usual operations while engaging appropriately with the transition process.	
Developing and regularly updating a complete and accurate register of current or pending litigation and claims, significant risks and outstanding audit recommendations, so that the successor authority has a clear view of risks and liabilities.	
Ensuring all outstanding external audits are completed and have dealt with any qualifications to accounts from previous audits. NB - audits may result in a disclaimed opinion if the auditor has not been able to complete sufficient audit work to issue a qualified or unmodified opinion.	



Assets	
Collating existing information on all property assets, including freehold, leasehold and PFI liabilities. Consider forthcoming Section 24 direction and consider limiting/jointly agreeing large procurements, asset disposals, significant changes to employment terms and long-term leases etc. These can lock out opportunity for many years and should be jointly agreed (see explanatory note on financial decisions from MHCLG).	The LGA can provide asset management health checks for local areas to support with preparations, including reviews of existing asset management approaches and strategies by experienced peers and experts to identify steps needed to maximise assets for future use and support service transformation, and to help implement best practice property portfolio management. Speak to your LGA Principal Advisor if you are interested in this service.
Reviewing “in flight” capital projects and assess delivery strategy for all projects running beyond vesting day.	
Reviewing any strategic operational assets for potential “cross-border” delivery risks post vesting day.	
Identifying all asset management systems and ensure data is cleansed prior to vesting day.	
Project team mobilisation and local protocols	
Establishing shared PMO across all authorities and accountable to all, underpinned by agreed governance with central shared funding allocated. The PMO will then be reconfigured as required when decisions on proposals are made.	<a href="#">Solace Guide to standing up an LGR Implementation Team</a>
Beginning to identify an implementation budget and scheme of governance for the use of the budget.	<a href="#">Local Government Association Webinar: Transitional Governance Plans</a> for recording, transcript and presentation slides.
Preparing executive summary of key service areas, explaining what catch council’s services do, in terms of scope, legal duties, size of budget and workforce as well as priorities in the coming year, to provide an overview for the future Implementation Team, ahead of more detailed deep dives required as part of implementation process.	<a href="#">Local Partnerships Webinar: LGR from submission to decision: a practical guide</a> for recording and presentation <a href="#">slides</a> .
Ensuring that there is a Senior Responsible Officer for decision-making at the chief executive or senior leadership team level in each council, after proposals are submitted, to ensure key decisions can continue to be taken balanced with preparation for new councils, in key areas like cyber and digital, workforce, finance etc.	<a href="#">The LG Transparency Code</a> has a recommended schema for published contract information which many councils adhere to.
Where disaggregation of county or unitary services is a possible scenario in an area, identifying how services can be disaggregated, to what timeframe and the resources required. Explore options for partnership working across potential new boundaries, including how services can be shared or jointly hosted if full disaggregation is not full achievable.	
Legislation and legal	
Identifying specific matters that affect the current councils which may require a legal process to transfer to a new council e.g. named board memberships/local legislation/ceremonial rights	<a href="#">Cumbria, Somerset and North Yorkshire councils direction: explanatory note - GOV.UK</a>
Review practice from previous examples of local government reorganisation to understand how Section 24 direction and preparatory powers given to new councils in the transition periods can impact on the daily business of the current authorities and consider local circumstances and methods of working to adapt	<a href="#">North Yorkshire Council and LGR webinar</a>
Considering any regulatory registrations that are in place e.g. for house facilities such as social care settings, social care services or lead managers. Preparing for any processes that will be required with regulators such as Ofsted and CQC, as each regulated service will need to be reregistered along with the managers.	

Stakeholder engagement and communication	
Maintaining communication with local stakeholders and develop a plan for keeping them informed e.g. council staff, local MPs and backbench councillors and external partners and agencies.	<a href="#">Local Government Reorganisation engagement toolkit   Local Government Association</a>
Keeping stakeholder map under review to ensure readiness for statutory consultation on proposals.	<a href="#">Join the LGA's LGR Comms &amp; Engagement Network</a>  <a href="#">Recommended code of practice for local authority publicity - GOV.UK</a> (for local consultation)

**Resources listed are not exhaustive and information will be updated. You can find more [details of sector support](#) on the LGA Devolution & LGR Hub.**

## EAST DEVON DISTRICT COUNCIL

### Forward Plan of Key Decisions - For the 4-month period: 1 January 2026 to 30 April 2026

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

12.1.1 Key decisions: A "key decision" means an executive decision which is likely:

- (a) to result in the Council incurring expenditure or the making of savings of £100,000 or more; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area:
  - (i) In accordance with section 38 of the Local Government Act 2000, in determining the meaning of "significant" regard shall be had to any guidance for the time being issued by the Secretary of State
  - (ii) A decision taker may only make a key decision in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of this Constitution.

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

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

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

#### Obtaining documents

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

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

<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision (Parts 2)	Director of Place	Full Business Case				Part B
Use of Climate Change Budget to support Green Loans to Householders	Assistant Director Environmental Health					Part A
Air Quality/Contaminated Land Strategies	Assistant Director Environmental Health					Part A
Anti-Poverty Strategy	Asst Director Revenues, Benefits, CSC, Fraud & Compliance	Outcomes from consultation		Poverty Working Panel	4 March 2026	Part A
Formation of an Exmouth Town and Seafront Subgroup	Assistant Director Place Assets & Leisure	Steering Group ToR		Placemaking in Exmouth Town and Seafront Group		Part A
Council Depots Review	Project Manager Place, Assets & Commercialisation					Part B (commercially sensitive)

<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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Exmouth Town Hall	Assistant Director Place Assets & Leisure					Part B (commercially sensitive)
Hayne Lane Masterplan	Assistant Director Place Assets & Leisure	Hayne Lane Masterplan	No	Asset Management Forum		Part A
Strategic Development Review Exeter Science Park Limited	Director of Place		No			Part B
Public Toilets Review	Assistant Director Place Assets & Leisure					Part A
Housing Strategy	Director Housing and Health			Overview Committee	May 2026	Part A
Cranbrook Category 4 contributions mechanism for allocation and spend	Assistant Director Place Assets & Leisure					Part A
Dog Control Enforcement Policy	Assistant Director Environmental Health			Overview Committee		Part A

<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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Private Sector Housing Enforcement Policy	Assistant Director Environmental Health					Part A
Climate Change Strategy	Assistant Director Environmental Health				Winter 2025/26	Part A
EDDC Local Nature Recovery Plan page 142	Assistant Director Countryside, Environment and Ecology				4 March 2026	Part A
Supported Housing Services	Assistant Director Statutory Housing Services					Part A
Procurement of CBRE through the Crown Commercial Services Framework to undertake work in relation to the second new community	Delivery Manager					Part A
Council Tax Reduction Scheme for 2026/27	Asst Director Revenues, Benefits, CSC, Fraud & Compliance				4 February 2026	Part A

<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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Council Tax Base for 2026/27	Asst Director Revenues, Benefits, CSC, Fraud & Compliance				4 February 2026	Part A
Colyford Road and Fosse Way Viability Assessment	Assistant Director Place Assets & Leisure	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum		Part A *possibly some Part B commercially sensitive
Coakham Lawns Employment Site Viability Assessment	Assistant Director Place Assets & Leisure	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum		Part A *possibly some Part B commercially sensitive
Exmouth Town and Seafront Placemaking Plan Adoption	Assistant Director Place Assets & Leisure	Placemaking Plan and appendices	Yes some Strategic Outline Business Cases (SOBC)	Placemaking in Exmouth Town and Seafront Group		Part A *possibly some Part B commercially sensitive
Biodiversity Duty Report	Assistant Director Countryside, Environment and Ecology				4 March 2026	Part A

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting  Part B = private meeting [with reasons]
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Disposal Opportunities	Assistant Director Place, Assets & Leisure			Asset Management Forum		Part B
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**Key Officer/Portfolio Holder Decisions**

Sale of Workshop Site, Exmouth	Estates Surveyor					Part B Portfolio Holder Assets & Economy Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision



<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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Individual property: external and internal repairs and refurbishment	Assistant Director Housing					Part B Officer Decision
Procurement Support from Devon County Council – renew 5- year SLA	Director of Finance					Officer Executive Decision
Household Support Fund – Determining groups for targeted support	Assistant Director Customer Services, Revenues & Benefits		As per Cabinet recommendation at their meeting 30 October 2024			Officer key decision
Sewerage Treatment Plant Replacement Programme 2025/26	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Bathroom Adaptations to 20 properties	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision

<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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Bathroom Adaptations to properties ED0322-24	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Structural Repairs & Refurbishment – 33, 35 & 37 Underleys, Beer	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Refurbishment of Flats, Langford Avenue, Honiton	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Refurbishment of 4no. Blocks of Flats, Arcot Park, Sidmouth	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Refurbishment & Extension of 1 School Lane, Newton Popleford	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Internal Adaptations to various properties	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision

<b>Key Decision</b>	<b>Portfolio (Lead Officer)</b>	<b>Documents to be considered before Cabinet take decision</b>	<b>Whether other documents will be considered before decision taken [Y/N]</b>	<b>Other meetings where matter is to be debated / considered</b>	<b>Date of Cabinet meeting</b>	<b>Part A = Public meeting  Part B = private meeting [with reasons]</b>
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LAD 1 Completion – Heating & Fabric Upgrades	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Upgrade of Peazen Flats, Beer	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Internal Adaptations Q2-25	Planned Works & Climate Change Manager					Appointment of contractor. Request for Officer Executive Decision
Radon Testing and Mitigation Contract for the Compliance Department	Compliance Surveyor					Appointment of contractor. Request for Officer Executive Decision

**Officer Decisions to enter into Contract**

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting  Part B = private meeting [with reasons]
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Sidmouth and East Beach BMP – Approval to enter design and construction contracts	Assistant Director StreetScene	Best case 13 March 2026 Latest – 17 April 2026
Recycling and Waste: - MRF/Baling Plant Refurbishment/Site Compliance vehicle refurbishment programme	Assistant Director StreetScene	
Seaton Wetlands southern expansion and habitat creation project – HLF bid over £100K	Countryside Manager	EOI by January/Feb 2025 TBC
East Devon National Landscape HLF Open Programmes bid for Landscape Connections project	East Devon NL Manager	EOI Dec 2024
Recycling & Waste – Green Waste Narrow Access Vehicle purchase.	Assistant Director StreetScene	

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting  Part B = private meeting [with reasons]
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Resurfacing Land of Canaan and Foxholes Car Parks	Assistant Director StreetScene	11 December 2025

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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