

Agenda for Cranbrook Placemaking Group Monday, 8th December, 2025, 9.30 am

Members of Cranbrook Placemaking Group

Councillors: K Blakey, K Bloxham, H Gent, S Hawkins, T Olive,
N Vanstone and V Wright

Venue: Conference Room, Younghayes Centre, Cranbrook

Contact: Wendy Harris, Democratic Services Officer;
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(or group number 01395 517546)
Friday, 28 November 2025



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- 1 Minutes of the previous meeting (Pages 3 - 8)
Minutes of the previous meeting held on 6 October 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
- 6 Confidential/exempt items
To agree any items to be dealt with after the public (including the Press) have been excluded.
- 7 Briefing Note: Devon County Council London Road footway/cycleway improvements (Pages 9 - 10)
- 8 Mechanism for the allocation and spending of Category 4 Infrastructure Payments (Pages 11 - 20)
- 9 Health Provision at Cranbrook (Pages 21 - 22)
- 10 Community Governance Review
Verbal update.
- 11 Forward Plan (Page 23)

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[Decision making and equalities](#)

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EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Cranbrook Placemaking Group held at Conference Room, Younghayes Centre, Cranbrook on 6 October 2025

Attendance list at end of document

The meeting started at 9.30 am and ended at 11.42 am

23 Minutes of the previous meeting

The minutes of the previous meeting held on 4 August 2025 were agreed as a correct record.

24 Apologies

Apologies for absence are set out at the end of the minutes.

25 Declarations of Interest

There were no declarations of interest.

26 Public speaking

There were no members of the public present.

27 Matters of urgency

There were no matters of urgency.

28 Confidential/exempt items

There were no confidential or exempt items.

29 Discussion with the New Community partners - no paper

This item was a verbal update with the Cranbrook New Community Partners (the Consortium).

The following items were discussed:

Cllr Bloxham raised concerns over the recent power and water outage that had occurred following a leak on Younghayes Road leading to a large number of households and businesses being without power and water. It was noted that a temporary repair had been made and a generator erected on site to provide power. The Group felt that engagement and communication with local residents and businesses was poor and the consortium agreed that they would discuss the issues raised with energy providers Eon to ensure impacts during the ongoing repairs was minimised.

The Group raised further concerns around broadband connectivity in the Phase 1 development which had led to impacts to the doctors surgery and town council for a number of days. The Group were concerned that cabling and routers required upgrading and there had been a lack of investment and maintenance of existing services. The

Group further expressed concern regarding the cost of broadband for Phase 1 residents and the consortium agreed that this and the issues raised would be investigated and an update provided at a future meeting.

The Group also raised issues with the Persimmon and Wimpey developments where roads had yet to be completed and there were a number of raised ironworks around the road network and works to complete sewer connections. The consortium confirmed that a programme of works was in place for Phase 2 and the current focus was on working with South West Water to see the completion of works to the sewers. The consortium further confirmed that the programme of works for Phase 2 & 3 would see the completion of sewers, street lights and finishing work to tarmac roads. The Chair requested that the Director of Place contacts SWW to discuss progressing works to the sewers.

The consortium advised the Group that works to provide six playparks was out to tender and it was hoped that contractors would be appointed in 2 weeks. The Group welcomed this update but it was felt that there was further work required around elements of the S106 agreement and a Deed of Variation to support this. The consortium agreed to arrange a meeting between Devon County Council and East Devon District Council to work towards achieving a successful outcome on elements of the S106 and Deed of Variation.

RESOLVED:

That the update is noted and the following actions were agreed:

1. Consortium - that they would discuss the issues raised with energy providers Eon to ensure impacts during the ongoing repairs was minimised.
2. Consortium – cost of broadband and impacts from having no broadband to be investigated and an update provided at a future meeting.
3. Director of Place – to arrange a meeting with South West Water to discuss the works required to complete the sewer work at Phase 2 & 3.
4. Consortium – to arrange a meeting with Devon County Council and East Devon County Council to progress the S106 and Deed of Variation.

30 Community development

The Director of Place presented a report setting out how best to support the social development of Cranbrook as a strong and resilient community.

The Group acknowledged that there was now a need to reinvigorate the Wellbeing Cranbrook programme. It was noted that this was best achieved through working collaboratively with a range of partners and the Group supported that a civic collaboration agreement would be developed to achieve this.

The Group discussed the current position in relation to funding and hosting of the Community Wellbeing & Activity Organiser and Community Connector roles and supported that Option 2 which would utilise the reserve and the balance of the Move More Cranbrook budget and the balance of the Programme Management and Connecting Communities elements of the Move More Cranbrook budget should be used to support this. The Group hoped that this could lead to a Youth Worker role being included in any proposals working with Devon County Council and the Town Council around the family hub. The Chair suggested that this would require a joint approach and the Group welcomed that the Chair as Portfolio Holder for Place, Investment and Strategic Planning along with the Portfolio Holder for Sustainable Communities would contact the Director for Public Health and Portfolio Holder for Public Health at Devon County Council to raise these issues.

RESOLVED:

That the Group:

1. Supports reestablishing the Wellbeing Cranbrook programme.
2. Supports the creation of the Community Wellbeing & Activity Organiser and Community Connector roles.
3. Notes the current position in relation to potential funding for and hosting of these roles and identifies the preferred option to utilise the reserve and the balance of the Move More Cranbrook budget and the balance of the Programme Management and Connecting Communities elements of the Move More Cranbrook budget is used to support this.
4. Supports exploring the development of a civic agreement with key partners to provide a framework to support ongoing community development.

RECOMMENDATION TO EDDC CABINET:

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.

31

Stewardship of Suitable Alternative Natural Green Space

The Green Infrastructure Project Manager (EDDC) presented a report setting 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.

The Group noted 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 with the aim of providing a consistent approach to management of open spaces.

The Group supported the recommendations noting the EDDC Cabinet's resolution on 30 July regarding stewardship of public amenities, and in particular the vital role that effective stewardship of public amenities played in supporting the establishment of sustainable communities and recommended that Cabinet approve the following recommendations:

RECOMMENDATION TO CABINET:

RESOLVED:

1. That Cabinet 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. That Cabinet 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.
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.

32 **Allocation and spending of Category 4 Infrastructure contributions**

The Group agreed to defer this item to allow sufficient time for Devon County Council to review the mechanism for allocation spend of Category 4 infrastructure contributions.

To support this the Group agreed that an informal meeting of the Group should take place in early November before submitting a full report to the Strategic Planning Committee on 4 November 2025.

RESOLVED:

That Agenda Item 10 is deferred.

33 **Energy Service Company (ESCO) for the expansion areas - verbal update**

The Group received a verbal update on the progress with the provision of an energy service company for further stages of Cranbrook development.

The Group noted that technical work was progressing and this would be followed by a marketing exercise in November with a tender being issued for the contract during December/January.

RESOLVED:

That the update be noted.

34 **Community Governance Review - verbal update**

The Group received an update on progress with the Community Governance Review that was currently underway.

The Group noted that 68 representations had been received in response to the consultation process which would end on 24 October 2025.

A further update would be provided once the consultation process had concluded.

RESOLVED:

That the verbal update on progress with the Community Governance Review is noted.

35 **Implementation Plan**

The Group received an Implementation Plan for the proposal to deliver a leisure, health and wellbeing scheme for Cranbrook.

The Group noted that EDDC intended to make a Cabinet decision on 29th October 2025 to set the scope of the project together with a capital envelope for the works to deliver Cranbrook Leisure, Health & Wellbeing Campus. This decision would provide a commitment for EDDC to deliver the leisure scheme with a certain accommodation mix for an agreed budget.

The implementation plan set out the various timelines for delivery of the campus scheme and it was noted that Devon County Council would be seeking agreement from its Cabinet to commit to partner with EDDC on their leisure building project and contribute up to £3m of dedicated Section 106 contributions to deliver the community space as part of an integrated services offer.

The Group welcomed the progress on delivering this facility and noted the details set out in the Implementation Plan.

RESOLVED:

That the Implementation Plan be noted.

36 **Forward Plan**

The Group received the Forward Plan.

RESOLVED:

That the Forward Plan is noted subject to adding an update on interim provision for health services at Cranbrook and to receive a report on the Category 4 funding mechanism.

Attendance List

Councillors present:

K Blakey (EDDC)
K Bloxham (EDDC)
T Olive (EDDC)
Henry Gent (DCC)

Councillors also present (for some or all the meeting)

None.

Officers in attendance:

Andrew Wood, Director of Place (EDDC)
Thea Billeter (EDDC)
Paul Osborne (EDDC)

Nicola Wilson (Principal Planning Officer DCC)
Janine Gardner (Clerk to Cranbrook Town Council)
Alexandra Robinson (Deputy Clerk to Cranbrook Town Council)
Andrew Melhuish (EDDC)

Councillor apologies:

S Hawkins (EDDC)
L Bayliss (DCC)

Chair

Date:

Cranbrook Placemaking Group - Briefing Note 8th
December 2025



London Road footway/cycleway improvements

In line with policy CB24 of the adopted Cranbrook Plan, the London Road footway/cycleway improvements scheme aims to enable people to walk, wheel and cycle safely and easily along and across London Road. With significant development planned as part of Cranbrook expansion areas either side of London Road, the road will increasingly become a route “in” Cranbrook, rather than a route bypassing the town to the south. This means there is a need to ensure that infrastructure encourages and enables people to travel actively, whilst ensuring the road can continue to function as an important vehicular and bus route. The scheme would encompass new shared-use paths (usable by people walking, wheeling and cycling, with no separation between these users), traffic calming measures (to reduce traffic speeds), street lighting and new/improved crossing facilities.

As outlined in the briefing note for the 4th August 2025 meeting of the Cranbrook Placemaking Group, Devon County Council (DCC) is planning to deliver Phase 1 of the scheme, stretching from the Court Royal/Cranberry Farm Roundabout to Land at Ingrams sports pitches, using Community Infrastructure Levy funding from East Devon District Council (EDDC). Future phases will be progressed as further funding (e.g. Section 106 funding) becomes available. The next steps for the delivery of Phase 1 will include development of the preliminary scheme design, commencement of land negotiations and liaison with utility companies.

The proposed shared-use paths would predominantly be 3.5m in width, including a 0.5m separation between the path and carriageway. This is in accordance with the government’s Cycle Infrastructure Design Guidance (Local Transport Note 1/20), which recommends a minimum width of 3.0m for shared-use routes carrying up to 300 pedestrians and 300 cyclists per hour. However, where there are localised pinch points, narrowing of the path for short lengths may be necessary to avoid disproportionately increasing costs and deliverability risks.

Segregated paths (which separate people cycling from people walking and wheeling) are not proposed for this scheme, as the additional width required would significantly increase third-party land requirements. It would also increase the need to remove hedgerows and trees, including those currently screening London Road from existing residential properties within Cranbrook, which would have an adverse ecological impact and require additional environmental mitigation measures (further increasing third-party land requirements and costs).

Prior to construction, the scheme would undergo independent Road Safety Audits, which would consider safety implications for all road and path users (including visibility considerations) and enable the design to be refined. Consideration will also be given to previous stakeholder feedback, including the need for measures to deter vehicles from parking or driving on the paths. However, barriers which would prevent non-standard cycles (such as tricycles) and/or wheelchair users from using the paths would not be acceptable, as DCC would need to ensure the path is accessible to all.

Further liaison is planned with key stakeholders, including EDDC, Cranbrook Town Council and landowners potentially affected by the scheme, as the design is developed further. It is

also planned to undertake wider public consultation on the proposals, which would enable other interested parties to provide feedback, in due course.

Report to: Cranbrook Placemaking Group

Date of Meeting 8 December 2025

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Mechanism for allocation and spend of Category 4 Infrastructure Contributions

Report summary:

The council is collecting category 4 infrastructure contributions from new developments permitted since the adoption of the Cranbrook Plan in October 2022. These contributions are pooled to fund a number of projects that lie within category 4. The council needs to establish a mechanism for the allocation and spending of these contributions to ensure that an appropriate balance is struck between funding the critical infrastructure necessary for the proper functioning of the town and that which is categorised as important.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That the Cranbrook Placemaking Group endorses the document appended to this report that sets out a mechanism and principles for the allocation and spend of category 4 infrastructure contributions and these be reported to Strategic Planning Committee and then to Cabinet

Reason for recommendation:

The requirement to have a clear set of principles in place for the spending of category 4 infrastructure contributions is important to ensure the fair and transparent allocation and spending of the millions of pounds that will be received over the coming years.

Officer: Thea Billeter, New Community Manager, thea.billeter@eastdevon.gov.uk 01395 571687

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information Cranbrook Local Infrastructure Fund - [Agenda for Cabinet on Wednesday, 28th July, 2021, 6.00 pm - East Devon](#); Cranbrook Infrastructure Delivery Plan [infrastructure-delivery-plan-august-2022.pdf](#); Community Infrastructure Levy bid recommendations [Agenda for Strategic Planning Committee on Monday, 19th May, 2025, 10.00 am - East Devon](#) Allocation and Spending of Category 4 Infrastructure Contributions - [Agenda for Cranbrook Placemaking Group on Monday, 6th October, 2025, 9.30 am - East Devon](#)

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

Background

1. The Cranbrook Plan Development Plan Document (the Cranbrook Plan) categorises infrastructure requirements into four categories to ensure the timely delivery of infrastructure in a manner which also secures cost equalisation across the four expansion areas of the town. It also provides policy support for financial contributions to be made from housing schemes outside the allocated expansion areas.
2. Category 4 infrastructure includes a variety of projects that financial contributions are to be secured for through section 106 agreements for new development within the Cranbrook Plan Area, as detailed in the table below. Most of the category 4 projects are not on land within the expansion area allocations and therefore developers will effectively be making 'off-site' financial contributions for projects to be delivered by a third party.

Category 4 infrastructure project	IDP Priority	Financial contribution
Health and Wellbeing Hub	1 – Critical	£7,000,000
Sustainable transport enhancements	1 – Critical	£6,378,000
Extra Care provision	1 – Critical	£3,500,000
Secondary School education	1 – Critical	£2,583,429
SEND school provision	1 – Critical	£1,017,573
Leisure Centre	2 – Important	£3,993,940
Offsite walking and cycling enhancements	2 – Important	£2,530,000
Fire station (blue light facility)	2 – Important	£1,400,000
Pavilion and 8 team changing rooms for Treasbeare Sports Hub	2 – Important	£1,350,000
Library fit out	2 – Important	£480,000
4 no. Tennis Courts with flood lighting	2 – Important	£373,000
Shared cars and e-bikes	2 – Important	£300,000
Children's centre fit out	2 – Important	£36,218
Youth centre fit out	2 – Important	£36,218

3. Because category 4 contributions are used to equalise costs across the expansion areas, those developments with the highest on-site infrastructure burdens will be making proportionally lower off-site category 4 contributions than their counterparts who have minimal on-site infrastructure to deliver. Additionally, of the s106 agreements that have already been signed for the expansion areas, as well as those currently being negotiated, phased payment of category 4 contributions is included to ensure that development remains viable within the context of developer cash flow.
4. Together with the fact that category 4 contributions are pooled into one pot, these factors mean that the receipt of category 4 contributions will be spread over a number of years and without forward funding, will mean that the council needs to make difficult decisions about which projects to prioritise and fund in the earlier years of the expansion of the town.
5. There are several different options to be considered for both the process of prioritising the order of funded projects and the mechanism for funding requests to be made and decisions to be taken. These are considered in turn in the following paragraphs.
6. An informal meeting of the Cranbrook Placemaking Group took place on 6th November 2025 at which members of the Group expressed their preferences in areas relating to the allocation and spending of category 4 infrastructure contributions as discussed in the paper for deferred agenda item 10 of the Cranbrook Placemaking Group on 6th October 2025.

Timing of requests

7. Options considered at the informal meeting of the Group were for requests to be accepted at any time or only during prescribed periods.
8. To allow for infrastructure projects to be assessed against one another and to ensure that the highest priority projects are funded first the Group's preference is for requests for funding to be made during a defined period and by default for the option for a funding round to be undertaken on an annual basis.
9. However, there is recognition that there may be circumstances that arise that indicate that a funding round should be undertaken at a different time, perhaps leading to two funding rounds in any one year. For example, these circumstances could be where a priority project has advanced and requires urgent confirmation of funding to secure match funding that would make it fully funded.
10. It is recommended that a decision to facilitate a funding round is made by the Cranbrook Placemaking Group and that this considers the availability of funding for allocation.

Prioritisation of projects

11. As shown in the table at paragraph 2, the category 4 projects have been allocated a priority as part of their inclusion in the Cranbrook Infrastructure Delivery Plan (IDP), with them being either priority 1 projects that are critical and fundamental to the delivery of the vision, objectives and policies of the Development Plan or priority 2 projects that are important to delivery specific development schemes and meet the needs of new residents. Regardless of how the process of funding bids being accepted is decided, a further exercise in project prioritisation will be required as there are multiple projects in both IDP priorities 1 and 2.
12. The informal meeting of the Group considered options of sub-prioritisation within priorities 1 and 2 or to weight projects by priority alongside wider criteria, for example the overall deliverability of the project.
13. The Group indicated a preference for the priority 1 and 2 projects to be sub-prioritised before the beginning of a regular funding round. This prioritisation is to be undertaken by officers and recommended for agreement by the Group. A set of criteria for this sub-prioritisation exercise will need to be collectively determined and agreed and is not set out in any further detail within this report, although it is noted that the Group expressed a preference for existing issues with deliverability of projects to mean that a lower priority project could be funded first if it is more deliverable.

Decision making

14. The terms of reference for the Cranbrook Placemaking Group state that it is an advisory body and therefore the Group does not have the ability to decide which projects to fund and when. As is the process for the allocation of CIL funding, the council's Strategic Planning Committee will be the ultimate decision-making body. However, the Placemaking Group have an important role to play in making recommendations on how funding should be allocated.
15. At the informal meeting of the Group consideration was given to using the council's already established CIL Member Working Party as a neutral group for the consideration of funding bids and could either receive recommendations from the Cranbrook Placemaking Group or the two could make separate recommendations directly to the Strategic Planning Committee. Alternatively, recommendations for funding could be sent to Strategic Planning Committee without the involvement of the CIL Member Working Party. The Group expressed a preference for them to be the sole body who makes recommendations to Strategic Planning Committee on the basis that the CIL Member Working Party has membership that includes people who do not have the in-depth knowledge of Cranbrook that the Group has and therefore are not the most appropriate body to be making recommendations.
16. Should the wider process be set up to receive bids at the same time as CIL bids are made there could nevertheless be scope for a project to also bid for match funding from CIL. This would allow for projects such as the leisure centre, that will serve a wider geography than Cranbrook, to secure funding from both pots of money.

Forward funding

17. In 2021 the council's Cabinet agreed to the principle of an infrastructure fund for Cranbrook to forward fund the delivery of infrastructure projects that would otherwise be delayed due to the staged payment of infrastructure contributions or to fund those on-site infrastructure projects (e.g. primary schools) that are required early in the phasing of a site and have high up-front capital costs.
18. Since then, the interest rates that the council can secure through prudential borrowing have gone up and this mechanism of forward funding is not as attractive to developers as it once was. However, the council is committed to exploring ways to advance the delivery of infrastructure necessary for the community of Cranbrook and so it is recommended that reference to forward funding is included in the final document.
19. There is also the potential for an infrastructure provider themselves to forward fund the delivery of a project and this eventuality needs to be allowed for in the finalised process.

Proposed mechanism and principles document

20. Included in the appendix is a draft of the proposed document for the mechanism and principles for the allocation and spending of category 4 infrastructure contributions. This takes forward the preferences of the Group from the discussion that took place at the informal meeting in early November as discussed in this report, together with further details around the process.
21. To assist with clarifying the process to be undertaken, a flow chart is included within the document, together with more detailed wording under headings of timing and administration of requests, prioritisation of projects, funding rounds, decision making and funding agreements.
22. Members of the Placemaking Group are requested to endorse the appended document setting out the proposed mechanism and principles for the allocation and spending of category 4 infrastructure contributions as discussed in the preceding paragraphs. A report will then be prepared for East Devon District Council's Strategic Planning Committee to recommend the document to Cabinet and reporting the views of this Group to both the Strategic Planning Committee and, in line with the Terms of Reference of the Group, also to Cabinet.

Financial implications:

Although the finances are significant with important consequences on spending decisions, the report is considering the allocation of developer funds external to the Council's own finances.

Legal implications:

There are no substantive legal issues to be added to this report (ALW/002855/211125)

Mechanism and principles for the allocation and spending of category 4 infrastructure contributions

Version 1 – December 2025



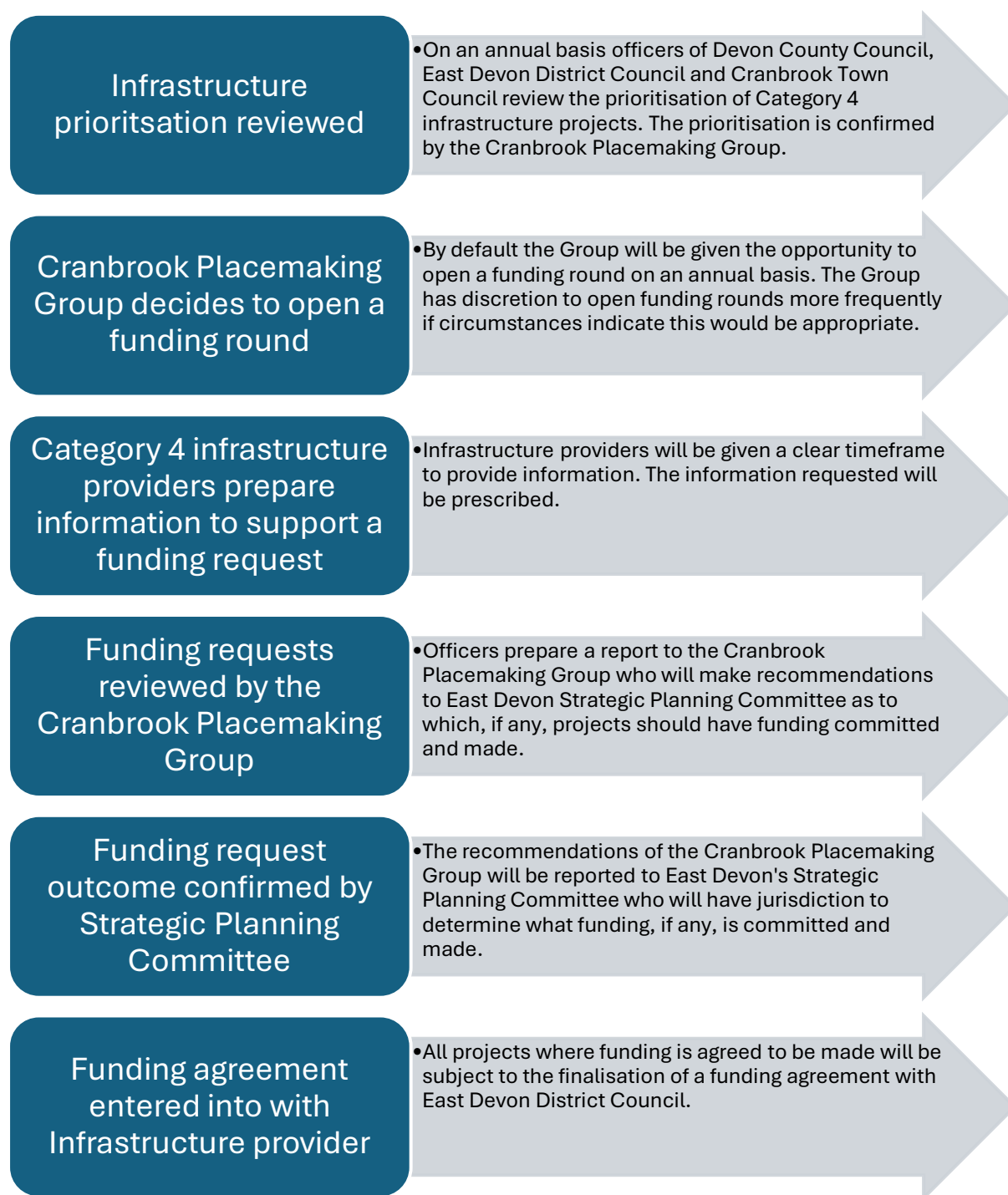
The Cranbrook Plan Development Plan Document (the Cranbrook Plan) categorises infrastructure requirements into four categories. Category 4 infrastructure includes a variety of projects that financial contributions are to be secured for through section 106 agreements for new development within the Cranbrook Plan Area. Most of the category 4 projects are not on land within the expansion area allocations and therefore will effectively be making ‘off-site’ financial contributions for projects to be delivered by a third party.

The category 4 projects and their respective budgeted maximum financial contribution from s106 agreements (at 1Q 2020 BCIS AITPI) are shown in the table below.

Category 4 infrastructure project	IDP Priority	Financial contribution
Health and Wellbeing Hub	1 – Critical	£7,000,000
Sustainable transport enhancements	1 – Critical	£6,378,000
Extra Care provision	1 – Critical	£3,500,000
Secondary School education	1 – Critical	£2,583,429
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Youth centre fit out	2 – Important	£36,218

To ensure that category 4 monies are appropriately allocated and spent it is important that there is a transparent and standardised process in place to deal with requests for money from this pot. The remainder of this document sets out the process and principles by which requests for the spending of category 4 contributions will be made.

Flow chart of funding process



Process and principles

Timing and administration of requests

1. Requests for funding are to be made in writing to the New Communities team, East Devon District Council (newcommunities@eastdevon.gov.uk).
2. The Cranbrook Placemaking Group will be given the opportunity to open a funding round on an annual basis in the first quarter of the year. A decision on whether a funding round will be undertaken will be based upon consideration of the availability of funding for allocation and further balancing the desire for the allocation of funding and desire for infrastructure delivery with the need to ensure that funding for the more expensive projects will be available at an appropriate time.
3. The Cranbrook Placemaking Group will have discretion to open a funding round at any time where the circumstances indicate that this is appropriate.

Prioritisation of projects

4. On an annual basis and usually in advance of the opening of a funding round, the Category 4 Infrastructure projects that remain to be delivered in full will be prioritised within their IDP priorities. The criteria for the prioritisation will be separately agreed but will as a minimum consider current project progress, deliverability and if there would remain a capital funding gap if the anticipated category 4 infrastructure funding were allocated.
5. Where there are multiple projects requesting money in the same funding round the project prioritisation set out at paragraph 4 will be considered in reaching a recommendation and decision for the allocation of funding. Normally, IDP priority 1 (critical) projects will be funded before IDP priority 2 (important) projects, however the Cranbrook Placemaking Group and the East Devon Strategic Planning Committee both have discretion to consider the circumstances and merits of projects so as to reach a decision that means an IDP priority 2 (important) project receives funding before all of the IDP priority 1 (critical) projects have been funded.

Funding rounds

6. Funding rounds will be open for a **minimum period of 6 weeks** and all known category 4 infrastructure providers will be advised of the opening of a funding round and invited to submit requests within the prescribed period.
7. Requests for funding will be expected to be supported by information and evidence as detailed in the invitation for a request for funding. The information and evidence requested will be set by the Cranbrook Placemaking Group.
8. Other than in exceptional circumstances, requests are not expected to exceed the financial value apportioned to that project in the Cranbrook IDP as detailed

in the table at the beginning of this document. In calculating the ceiling value of a request, indexation (BCIA All-in Tender Price Index) is to be added from 1Q 2020 to the quarter preceding the submission of a request.

Decision making

9. Funding requests will be assessed by officers of the council, in conjunction with officers of Devon County Council and Cranbrook Town Council and recommendations for funding will be made to the Cranbrook Placemaking Group.
10. The Cranbrook Placemaking Group will consider the recommendations for funding at a formal meeting of the Group and make their own recommendations to be reported on to the East Devon Strategic Planning Committee.
11. Where a constituent body of the Cranbrook Placemaking Group is making a request for funding, consideration will need to be given to ensuring that both the officer level assessments and Cranbrook Placemaking Group recommendations are made in a fair and transparent manner. This may include amending the make-up of appraising officers and ensuring that appropriate declarations of interest are made by members.
12. Funding decisions will be made at a formal meeting of the East Devon Strategic Planning Committee.
13. The Cranbrook Placemaking Group is not obligated to accept the recommendations of its advisory officers nor is the East Devon Strategic Planning Committee obligated to accept the recommendations of the Cranbrook Placemaking Group.
14. The council will only be capable of committing money for a category 4 infrastructure project if sufficient category 4 infrastructure contributions have been legally secured through s106 agreements within the Cranbrook Plan Area and have not been committed to other category 4 infrastructure projects.
15. The council will only be capable of committing money for a category 4 infrastructure project if a material start on site has been made that would generate the receipt of the monies required by principle 14 above.
16. Funding requests may be agreed in full, agreed in part (e.g. lesser funding than requested) or rejected. Reasons for a decision will be given in writing to the applicant.

Funding agreements

17. The council is willing in principle to utilise forward funding agreements where this is agreed by the relevant parties.
18. Where a funding request is successful by an external body, a grant agreement will need to be signed by the parties prior to funding being released.

19. Payment mechanisms for funding will be agreed on a case-by-case basis to ensure financial stability for all parties.

Cranbrook Placemaking Group

8th December 2025

Health provision at Cranbrook - note received from NHS Devon ICB

Short/Medium Term

Existing primary care (GP) provision in Cranbrook is currently delivered at the Cranbrook Medical Practice, which is a facility provided as part of the existing Younghayes Centre building, with its own separate access and car parking accessed off Barn Orchard.

Despite the expansion of the existing GP practice, their available space is constrained and will not be adequate to sustain the expected level of patient registrations over the next 5 years, whilst the new permanent facility in the town centre is constructed.

The GP facility at Younghayes is still too small for its existing patient population and at 302 square metres can never be large enough to serve the expected resultant population of Cranbrook of 20,000 people. The current population of 8,400 should have primary care space of around 672 square metres, so the practice at the Younghayes Centre is already 55% under-sized. It is therefore necessary to explore a short-term solution.

NHS Devon ICB have commissioned architects to devise options for this short-term solution. An informal working group comprising representatives from NHS Devon, the Cranbrook Medical Practice, Cranbrook Town Council (as owner of the Younghayes Centre) and Outer Exeter PCN (Primary Care Network) meet regularly with the architects to advance this.

To date the architect has produced an indicative layout to demonstrate how the car park could be utilised to provide a temporary modular solution, however this would result in there being no residual parking on the site.

The next meeting of this group to progress short/medium term options is 6th January 2026, by which time the practice and PCN will have prepared a forecast patient list size to show that it has more patients than its infrastructure has capacity for over the coming years.

The Clinical Director of the Outer Exeter PCN will also be writing to the Estates Director of the NHS Devon ICB to highlight the need for funding to be identified and prioritised for a short/medium term interim solution.

Long Term

The long-term plan for medical provision in the town has been for larger premises to be constructed in the town centre to serve as a health and wellbeing practice and to that end, the original s106 agreement dating from October 2010 secures 0.7ha land for this. There is an expectation of a capital contribution of £7m (to be indexed from 1Q 2020, which is c. £8.4m in today's money) from the expansion areas of Cranbrook.

NHS Devon have produced a Programme of Works which is aimed at securing funding to develop a Short Form Business Case up to RIBA Stage 3 for the project. Based on a population of 20,000, the required primary care general medical services (GMS) space in the new Neighbourhood Health Centre will be approx. 1500 square metres. The target is to provide 1800 square metres to provide GP services for the growing new town together with space for services operated by the Royal Devon University Hospitals Trust and the Devon Partnership Trust for a total cost £15-20m (excluding VAT). Of this, c£8.4m is expected to be available from S106 pending receipt of these monies or an agreed forward funding mechanism.

Commercial delivery options are still being discussed but one route is a Section 2 contract, given the adjacent leisure centre build, whereby NHS capital is provided to East Devon District Council to build the health facility.

Funding of £400,000 is required to produce the required Short Form Business Case. This funding could also go to EDDC via a Section 2 contract, but NHS Devon would have to re-fund NHS England should the facility not be built. NHS Devon are working to identify the funding for a Section 2 Short Form Business Case and the required capital to supplement the build.

East Devon District Council has progressed with the procurement of the design team for the Leisure Centre project and are working closely with NHS Devon, as it is anticipated that there will be some significant construction efficiency savings if the health project can be completed by the same contractors as part of an integrated plan.

Discussions are ongoing with NHS England and EDDC regarding identifying appropriate funding of £400k to progress the Short Form Business Case.

Justin Cunningham

ICB Estates Adviser

Cranbrook Placemaking Group**8 December 2025****Forward Plan of reports to the Group**

Meeting date	Report
2 February 2026	<ul style="list-style-type: none"> • Update on expansion area developments, to include non-residential elements, social and community infrastructure • Town centre project updates • New Community partners discussion • Town Centre delivery plan and programme governance • Interim management of assets outside Cranbrook Parish boundaries
13 April 2026	<ul style="list-style-type: none"> • District Heating – decarbonisation and ESCo for the expansion areas • Town Centre project updates
June 2026 (date TBC)	<ul style="list-style-type: none"> • Town Centre project updates • New Community partners discussion

Standing item – Community Governance Review

December 2025

Cranbrook Placemaking Group

Implementation Plan

December 2025

Background and Context

The Terms of Reference for the Placemaking Group include a specific objective as follows;

To develop an Implementation Plan for the delivery of key assets and services in the town and ensure that the Implementation Plan includes a clear understanding of the following in relation to individual assets;

- *the strategic business case;*
- *who the client is;*
- *the business plan;*
- *the brief and specification;*
- *the budget and funding package, including sources of funding;*
- *procurement strategy;*
- *project management and delivery;*
- *ownership and management of facilities;*
- *the ongoing service delivery model and associated costs.*

Framework

Looking forward the following are considered to be some of the key events during 2025;

- A final investment decision being taken in relation to the district heating interconnector project
- Completion of a delivery plan for the town centre and the establishment of project teams for key town centre projects
- Delivery of Cranbox

These are significant events in themselves and collectively are of seminal importance in terms of how the town will develop and be governed going forward. It therefore stands to reason that the Placemaking Group will need to be sighted on and input to key decisions, for example through input to draft reports or responses to planning applications.

Topics

Alongside specific events there are also recurring topics which are sufficiently strategic as to demand the attention of the Placemaking Group. The provisional list of items for the next year is outlined below;

- Management of greenspace including suitable alternative natural greenspaces
- Health and wellbeing provision – the links to potential availability of funding from the One Public Estate programme and other to progress the Health & Wellbeing Hub concept
- Town centre – including the delivery of Cranbox, the Tillhouse building, leisure centre and wider masterplan
- Devon County Council related infrastructure – this includes the proposed community facilities, transport and education improvements
- Sport England Place Partner status

It is anticipated that reports on specific topics will be scheduled into specific Placemaking Group meetings.

Local Infrastructure Fund

There is a long history of revolving infrastructure funds being utilised in Cranbrook to accelerate the delivery of critical infrastructure. This is an important cash flow tool and one which is likely to become ever more essential for coordinating infrastructure delivery for the expansion areas of Cranbrook.

East Devon District Council's Cabinet considered a series of reports focused solely on Cranbrook in July 2022. This included proposals to establish a £40m Local Infrastructure Fund. It is essential that this Fund is operationalised in the form of bringing forward specific investment proposals. This is an intensive process and requires an understanding of the detailed delivery of large-scale capital projects and the mechanism through which funds will subsequently be recouped and will be impacting but available borrowing rates.

At present the following projects are considered to be strong candidates in terms of being essential infrastructure which, with the benefit of forward funding, will help to unlock development and achieve wider place making objectives;


- Upgrading of London Road – to facilitate 30mph along its length
- Delivery of a health and wellbeing hub
- Delivery of a leisure centre
- Delivery of the next primary school

These are complex projects which will require dedicated time and effort to develop. There are other projects which could also be forward funded. The oversight of the Group will be required to guide the operation of the Local Infrastructure Fund.

Implementation Plan

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
Town Centre						
Cranbox	Modular space proposals including food and beverage uses. Funding awarded through the Devon & Torbay Net Zero Capital Programme, with EDDC procuring the project	Devon & Torbay Net Zero Capital Programme grant/Enterprise Zone	Cranbrook Town Council – subject to final agreement.	End March 2026	<p>A</p> <p>Funding confirmed subject to variation of legal agreement. Planning application pending consideration. Cabinet and Council approved funding for Pre-construction Services Agreement.</p>	<p>Janine Gardner CTC</p> <p>Frances Wadsley Naomi Harnett EDDC</p>
Masterplanning of TC2 and other public sector acquired land	Masterplanning of TC2 and TC4b, c, d & e needed to ensure suitable distribution of uses, good urban design, place making and to facilitate exploration of funding and delivery partners. Linked exercise to the Tillhouse (CTC office, mini square and parking) and Health, Wellbeing and Leisure hub.	TBC	EDDC/CTC/DCC	Autumn 2024	<p>G</p> <p>Masterplan endorsed by EDDC's SPC October 2024.</p>	Thea Billeter EDDC
Town Centre Delivery Plan	Production of a delivery plan to identify specific projects, leads for these and a	TBC	DCC/EDDC/CTC	TBC	<p>G</p>	Naomi Harnett EDDC

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
	strategy for the delivery of the remaining town centre land and facilities				Workshop in Summer 2025 to discuss process for production of a more detailed masterplan and delivery plan. Project plan is currently being developed but work likely to commence in early 2026.	
Tillhouse building	Town Council town centre building. Link with wider masterplanning exercise (above). Challenge to close the anticipated budget gap.	Budget TBC \$106 of £592,500	Cranbrook Town Council	TBC	A Anticipated budget gap requires quantifying before the source(s) of the balance of funding can be identified.	Janine Gardner CTC
DCC community space	Delivery of flexible multi use community space focusing on supporting vulnerable children and families, primarily through statutory Public Health Nursing services and other children's services. DCC Cabinet approval 8 th October 2025 for provision of DCC community space within the Cranbrook leisure centre.	Budget s.106 contributions	DCC	TBC	G DCC is working with EDDC as part of their leisure centre project (please see further details below under the Health, Wellbeing and Leisure Hub entry).	Sarah Ratnage / Nicola Wilson DCC
Extra Care Housing	Housing with on-site care for older people with 55 self-contained homes. DCC	Developer capital funded with Homes	LiveWest under an initial Development	Completion March 2028	G	Nicola Wilson / Giles Colton DCC

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
	places adults eligible for care with funding assistance into the homes. To be delivered on TC1 to be transferred.	England funding / s.106 contributions	Agreement and long-term Nominations Agreement with DCC		Planning application has a resolution to approve, s106 being drafted. Land transfer nearing completion.	
Health, Wellbeing and Leisure Hub	<p>Projects to deliver health, wellbeing and leisure facilities in Cranbrook.</p> <p>The health facility will provide primary care and other NHS services.</p> <p>Leisure centre to include a swimming pool, together with gym and studio space.</p>	<p>£90k from One Public Estate programme Match funding from EZ programme.</p> <p>Capital funding to include s106 from expansion areas. Other capital sources not yet secured.</p>	EDDC/CCG	TBC	 <p>Feasibility study led by NHS Devon being reviewed by NHS England and further funding being sought to progress project to completion of a business case.</p> <p>Leisure Centre Working Group established by East Devon District Council.</p> <p>Cabinet approved funding to procure design team to progress to end of RIBA stage 3 in September 2025. AHR architects appointed to lead this multi-disciplinary team in November 2025.</p>	<p>Mike O'Mahony Naomi Harnett Thea Billeter EDDC</p> <p>NHS Devon</p>

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
Town Centre planning applications	Implementation of applications relating to: Supermarket and town square Parade of shops Nursery Highway infrastructure plans x 2	N/A	New Community Partners/HDD Cranbrook Town Council for square	Planning Permission issued May 2022 Construction completion summer 2024	A Supermarket opened December 2024. Nursery lease taken up but fit out not yet begun, operator saying it will open in 2026. DCC Children's Services trying to engage with operator to better understand situation. Only phase 1 of high street constructed, with most units now open. TW sales centre removed at end August 2025. NCp have commissioned marketing of the Phase 2 land.	Thea Billeter EDDC
Town Centre highway uplift works	Completion of uplift works on Tillhouse Road and Court Royal. Amongst other works, includes removal of central island on Tillhouse Road, widening of pavement, provision of pedestrian crossings and tree planting.	EDNCp (consortium)	EDNCp (consortium)	Summer/Autumn 2025	R Planning permission was issued for the works in March 2023 but they have not yet begun. Existing permission and legal agreements don't obligate delivery in a set time scale. TC1/2 bellmouth works due for completion in	EDNCp (consortium) EDDC for discussions over timetable of works

[illegible]

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
Community governance review	Completion of community governance review to determine future extent of the Cranbrook parish in conjunction with the Cranbrook Plan.	N/A	EDDC lead the process of completing the review.	TBC	<p>G</p> <p>EDDC full Council agreed to undertake the CGR on 26 Feb 2025. Stage one consultation closed on 24th October 2025. Report going to EDDC Council 10th December 2025.</p>	Melanie Wellman EDDC
Expansion areas						
Bluehayes – main site	Up to 870 homes, primary school (or at Treasbeare), mixed use area, open space, allotments, SANGS	N/A	Taylor Wimpey and Hallam Land Management		<p>G</p> <p>Planning application now subject to a resolution to approve. Negotiations underway regarding the s106 agreement.</p>	Thea Billeter/Liam Fisher EDDC
Bluehayes - SANGs	Change of use of agricultural land at Elbury Meadows to SANGS.	N/A	Taylor Wimpey and Hallam Land Management		<p>G</p> <p>Planning application now subject to a resolution to approve. Negotiations underway regarding the s106 agreement.</p>	Thea Billeter/ Liam Fisher EDDC

[illegible]

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
Ingrams Sports Pavilion	Provision of a pavilion at the Ingrams sports pitches.	S.106	Cranbrook Town Council	December 2022	G Commissioning complete; final snagging in light of building control findings.	Janine Gardner CTC
Phase 3 Country Park NEAP	Neighbourhood Equipped Area of Play in Phase 3 of the Country Park (renamed Stone Meadow)	s.106	Cranbrook Town Council	TBC	R Delivery will depend on final basin 2c/town centre drainage scheme / possible relocation to town centre/edge of town centre. Looking to resolve location through s106 variation.	Janine Gardner CTC
Local Infrastructure Fund Mobilisation of £40m revolving infrastructure fund to accelerate the delivery of critical infrastructure.						
Electricity capacity	Bringing forward a new Bulk Supply Point to ensure that there is available electricity capacity/supply to support ongoing development. Link also to installation of charging points for EVs.	£14m	EDDC/DCC/NGED	2025	A National Grid have now devised an alternative strategy to release capacity. Land for a new primary sub-station yet to be secured but National Grid actively	Andy Wood EDDC

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
					exploring options. Final reinforcement / upgrade solution will be dependent upon total demand, which is predicated on method of heating for the expansion areas.	
London Road	Comprehensive package of works to reduce design speed to 20/30 mph and prioritise active travel.	Total cost not ascertained £2.253m (indexed to Q1 2020) from expansion areas S106	DCC as highway authority		<p>G</p> <p>Brookbanks commission from DCC complete. DCC in house project completed to deliver a concept design.</p> <p>Developers have put forward schemes across their own frontages - DCC have worked with these designs as part of the overall concept design. Report considered by the former Cranbrook Strategic Delivery Board in February 2024.</p> <p>CIL award of £750,000 made by East Devon District Council in Spring 2025 for an initial phase</p>	Chris Burridge Barney –DCC Kenji Shermer - EDDC

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
					of works. Paper considered by Group 4 th August 2025. Further paper on December 2025 meeting.	
Primary school	Accelerated delivery of first primary school in the expansion areas, either at Treasbeare or Cobdens, to ensure school places are available to meet the growing population.	£8m - £12m depending upon which school (at 2020 prices)	DCC as education authority	Primary school – September 2027	<p>G</p> <p>Devon County Council now confirmed strong preference for next school to be delivered at Cobdens and all parties working to this expectation. Design work is underway for the school to be delivered in phases, with notional opening date of September 2027.</p> <p>Confirmation of Free School funding for SEN school in 2023 but DfE are reviewing the programme and outcome awaited.</p>	Simon Niles DCC
District heating						
Decarbonisation of district heating network	Decarbonising the existing district heat network and ensuring that it rolls out to the expansion areas will	Circa £31m, with £10.076m funding from	EDDC	February 2026	R	Andy Wood Naomi Harnett EDDC

Subject	Summary	Budget/ Source	Ongoing ownership/ management	Target completion date	RAG/Status	Lead
	support the large scale delivery of low and zero carbon development. The preferred solution is to utilise recoverable heat from heat sources at Hill Barton.	HNIP programme			Project experiencing significant delays in progress due to challenges in agreement of final commercial terms. EDDC reviewing how the project is structured.	
Expansion areas district heating project	Procurement of Energy Services Company (ESCo) for the expansion areas.	£6.95m GHNF funding	EDDC	January 2027	<div>A</div> <p>Project Manager and consultant team employed to take forward and regular meetings with developers taking place. Delays in project delivery due to its reliance on the Interconnector Project.</p>	Andy Wood Naomi Harnett EDDC