

## **EAST DEVON DISTRICT COUNCIL**

### **Minutes of the meeting of Cabinet held at Council Chamber, Blackdown House, Honiton on 4 September 2019**

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

The meeting started at 5.30 pm and ended at 6.52 pm

#### **36 Public speaking**

There were no members of the public wishing to speak.

#### **37 Minutes of the previous meeting**

The minutes of the Cabinet meeting held on 10 July 2019 were confirmed and signed as a true record.

#### **38 Declarations of interest**

Minute 39 Matters of urgency: Exmouth Queen's Drive Delivery Group.  
Councillor Kevin Blakey, Personal, Chairman of the Exmouth Regeneration Board.

Minute 53 Cranbrook Strategic Delivery Board.  
Councillor Kevin Blakey, Personal, Member of Cranbrook Town Council.

#### **39 Matters of urgency: Exmouth Queen's Drive Delivery Group**

The Deputy Chief Executive explained the purpose of the report was to secure approval for a new Project Delivery Group that would replace the existing Exmouth Regeneration Board and Exmouth Regeneration Executive Group. A brief update was included on the work that had taken place over the last year in advance of a more detailed Cabinet report that would come forward in October. The next report would provide information on the outcome of the work undertaken by the project's external professional advisors with recommendations for the next steps that would involve a new public engagement process before the end of this year. There was a discussion concerning the structure of the new Group and whether it should be a formal committee with Part B for when there were confidential items to discuss. The Strategic Lead Governance and Licensing explained that if the Group was to sit under a formal structure of the council it would lose the freedom panels and forums presently have under the constitution. He reminded Members that the Group would always have to feed back to Cabinet.

Further discussions included the following:

- The Exmouth Masterplan was agreed and consulted on in 2011, don't stop the work set out in the Plan and the considerable work that still needed to be done.
- Exmouth shopping centre needed regeneration to include the London Inn car park and Magnolia Centre.
- Local people would be disappointed if this work was not continued.
- There needed to be continuity on the membership of the new Group to share knowledge and previous issues.
- Queen's Drive was the main concern with its issues going on now for 8 years. A fresh approach was needed for Phase 3 of the project.
- There must be areas within Queen's Drive for young working families to enjoy.
- Get the views of community groups, stakeholders and interest and sports groups.

- Queen's Drive car parking needed to be more effective and modern.
- The signage in the town needed to be clear.
- Meetings must be held in Exmouth and open to the public.
- The number of officers in the Group was necessary for their professional input and advice. They would not all attend meetings at the same time but when their attendance was required. They were not voting members of the Group.

The Chairman reminded Members the previous Board's work would still continue and if the new Group was successful it could go on to work on other projects.

**RESOLVED:**

1. that the Exmouth Regeneration Board and Exmouth Regeneration Project Executive be dissolved and that an Exmouth Queen's Drive Delivery Group be established in its place up to 1 January 2020 initially when it will be reviewed on the basis of the terms of reference detailed at Appendix 1, and
2. that the appointment of the Councillors to the Ward Member positions as detailed in paragraph 2.3 of the report and delegated authority to the Leader to appoint replacement members to these positions should the need arise, both be approved.

**REASON:**

To enable appropriate engagement between local Exmouth Ward members, the Town Council, Lead councillors and officers of this council within a group where the project can be discussed in detail and confidentially. This will enable the group's members to have informed discussions relating to this complex project and its delivery. Notes of meetings will be published regularly as part of Cabinet papers.

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

There were no items officers recommended should be dealt with in this way.

41 **Forward Plan**

Members agreed the contents of the forward plan for key decisions for the period 1 October 2019 to 31 January 2020.

42 **Minutes of Strata Joint Executive Committee held on 18 June 2019**

Members received and noted the Minutes of Strata Joint Executive Committee held on 18 June 2019.

43 **Minutes of Housing Review Board held on 20 June 2019**

Members received the minutes of Housing Review Board held on 20 June 2019.

**RESOLVED (1) that the following recommendations be agreed:**

**Minute 11 Housing Revenue Account Year End 2018/19 position**

to add the in-year surpluses to the earmarked reserve for fire related building works.

**Minute 13 Tenancy policy update**

the updated tenancy policy.

**Minute 14 Social housing regulator consumer standards**

to a self-assessment audit against the Regulator of Social Housing's consumer standards applicable to local authority social landlords.

**Minute 15 Homes legislation**

the Housing Service ensures that the properties in the Council's portfolio comply with the Homes (Fitness for Human Habitation) Act 2018.

**Minute 16 Housing complaints**

1. the housing leadership team re-iterate the importance of outstanding customer care, considering additional training and awareness of opportunities where appropriate.
2. the Property and Asset Manager reviews processes to ensure the repairs team are always providing timely responses to issues reported to them.
3. the Landlord Services Manager reviews processes to ensure appropriate communication and response from officers is given when dealing with complaints regarding antisocial behaviour and noise.

44 **Minutes of Housing Review Board held on 12 August 2019**

Members received the minutes of Housing Review Board held on 12 August 2019.

**RESOLVED that the following recommendations be agreed:**

**Minute 28 Proposed purchase of 18A & B St. Andrews Road, Exmouth (known locally as the Sailors Rest) involving the spending of Right to Buy (RTB) receipts for 2019/2020.**

1. delegated authority be given to the Strategic Lead – Housing, Health & Environment, Portfolio Holder for Sustainable Homes & Communities and Chair of Housing Review Board to approve purchases to meet the 2019/2020 spending requirements using HRA funding to compliment the use of Right to Buy receipts;
2. the purchase of 18A & B St Andrews Road, Exmouth using Right to Buy receipts, HRA funding and any commuted sums available be approved;

**RECOMMENDED to Council that:**

3. the Constitution be amended to include a delegated authority for the Strategic Lead – Housing, Health & Environment to purchase land and property for the Housing Revenue Account (including Right to Buy receipts) subject to the funds being from within approved budgets, in consultation with the Portfolio Holder for Sustainable Homes and Communities and the Chair of the Housing Review Board.

45 **Minutes of Exmouth Regeneration Board held on 20 June 2019**

Members received and noted the minutes of Exmouth Regeneration Board held on 20 June 2019.

46 **Minutes of Overview Committee held on 27 June 2019**

Members received and noted the minutes of Overview Committee held on 27 June 2019.

47 **Minutes of Overview Committee held on 25 July 2019**

Members received and noted the minutes of Overview Committee held on 25 July 2019.

48 **Minutes of South and East Devon Habitat Regulations Executive Committee held on 16 July 2019**

Members received and noted the minutes of South and East Devon Habitat Regulations Executive Committee held on 16 July 2019.

49 **Minutes of Scrutiny Committee held on 18 July 2019**

Members received and noted the minutes of Scrutiny Committee held on 18 July 2019.

50 **Minutes of Community Grant Panel held on 24 July 2019**

Members received the minutes of Community Grant Panel held on 24 July 2019.

**RESOLVED that the following recommendations be supported:**

**Minute 7 Hawkchurch Community Shop application to the Community Buildings Fund**

the application for £2,133 from Hawkchurch Village Shop.

**Minute 8 Dalwood Community Shop application to the community Buildings Fund**

the application for £2,500 from Dalwood Community Shop and Post Office to the applicant being able to demonstrate that the other funding had been secured by the end of December 2019.

**Minute 9 Whimble Victory Hall application to the Community Buildings Fund**

the application for £5,000 from Whimble Victory Hall.

**Minute 10 Chardstock Community Hall application to the Community Buildings Fund**

the application for £5,000 from Chardstock Community hall on condition that the Public works Loan Board loan can be confirmed in writing and delegated approval to act be given to the Chairman and Engagement & Funding Officer.

**Minute 11 Parishes Together Fund grant towards drainage in Colyton, request from Parish Council to the Panel for an extension to deadline for spending it**

the application from Colyton Parish Council for an extension for their ditches and drainage project.

51 **Peer Review 2019**

Emily McGuinness of the Local Government Association gave a verbal presentation about the Peer Review scheduled for EDDC from the 23 - 25 September 2019.

52 **Council Tax Reduction Scheme for working age - Change to an income banded discount scheme from 2020/21**

The Service Lead Revenues and Benefits presented the report that sought approval for the draft scheme for public consultation. Members had approved on 12 December 2018 for officers to start scoping and developing an income banded discount scheme to be implemented for 2020/21. The report set out the reasons the need to change the scheme and includes proposals for increasing the amount of council tax support for low income working age households.

**RESOLVED:**

1. that the proposed draft scheme and carry out public consultation on it, be agreed,
2. that following public consultation, the Service Lead for Revenues & Benefits carry out a more detailed review and finalise the scheme in consultation with the Leader, Deputy Leader and Portfolio Holders for Finance, Sustainable Homes & Communities and Corporate Services,
3. that the final scheme be presented to Cabinet at its meeting on 8 January 2020 with a view to obtaining a recommendation to Council, and
4. that information for Members was published on the final scheme to ensure that they were fully informed once the final scheme was approved.

**REASON:**

The report set out the reasons the need to change working age Council Tax Support Scheme. In order to change the scheme it must firstly be agreed to the draft scheme which would need to be consulted on before determining the final scheme to be adopted.

53 **Cranbrook Strategic Delivery Board**

The East of Exeter Projects Director reported the key issues associated with delivering critical community infrastructure in Cranbrook and the subsequent challenges for future service delivery in the town. It was proposed to establish a Strategic Delivery Board with representation from the County, District and Town Councils to improve coordination.

**RESOLVED:**

1. that the key issues associated with the delivery of assets and services in Cranbrook and that a further briefing session is held to explain these in further detail be noted, and
2. establishing a Strategic Delivery Board and the accompanying Terms of Reference be endorsed.

**RECOMMENDED** to Council;

3. that the Portfolio Holder for Strategic Development and the Lead Member for Cranbrook be appointed to the Board and that it receive an annual report detailing the work of the Board and associated progress.

**REASON:**

To support the development of Cranbrook as a sustainable community and ensure that the growing population was supported by the timely provision of assets and services.

54 **Annual Treasury Management Review 2018/19 - 1 April 2018 to 31 March 2019**

The report detailed the overall position and performance of the Council's Treasury Management Strategy during 2018/19. Cabinet reviewed the report.

**RESOLVED:**

that the investment values and performance for the year to 31 March 2019 be noted.

**REASON:**

The Council was required by regulations issued under the Local Government Act 2003 and the Code of Practice on Treasury Management in Public Services published by the Chartered Institute of Public Finance & Accounting (CIPFA), to produce an annual review of its treasury management activities and performance.

**Attendance List**

**Present:**

**Portfolio Holders**

B Ingham	Leader
J Bailey	Portfolio Holder for Corporate Services
K Blakey	Portfolio Holder for Economy
P Faithfull	Deputy Portfolio Holder for Environment
G Jung	Portfolio Holder for Environment
G Pook	Portfolio Holder for Asset Management
I Thomas	Portfolio Holder for Finance
M Armstrong	Portfolio Holder for Sustainable Homes and Communities

**Cabinet apologies:**

S Bond	Deputy Leader
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**Also present (for some or all the meeting)**

Councillor Dean Barrow  
 Councillor Kim Bloxham  
 Councillor Fred Caygill  
 Councillor Maddy Chapman  
 Councillor Alan Dent  
 Councillor Sam Hawkins  
 Councillor Nick Hookway  
 Councillor Sarah Jackson  
 Councillor Luke Jeffery  
 Councillor Vicky Johns  
 Councillor Dan Ledger  
 Councillor Andrew Moulding  
 Councillor Val Ranger  
 Councillor Jack Rowland  
 Councillor Eileen Wragg  
 Councillor Ian Hall

**Also present:**

**Officers:**

Richard Cohen, Deputy Chief Executive

John Golding, Strategic Lead Housing, Health and Environment

Henry Gordon Lennox, Strategic Lead Governance and Licensing

Karen Simpkin, Strategic Lead Organisational Development and Transformation

Mark Williams, Chief Executive

Andrew Wood, East of Exeter Projects Director

Libby Jarrett, Service Lead Revenues and Benefits

Amanda Coombes, Democratic Services Officer

Emily McGuinness, Peer Challenge Manager - LGA

Chairman .....

Date: .....