



Exeter City Council

To the Chair and Members
of the Executive

Philip Bostock, Chief Executive

Bindu Arjoon, Assistant Chief Executive

Civic Centre, Paris Street, Exeter, EX1 1JN

Tel: 01392 277888 www.exeter.gov.uk

Direct dial: 01392 265110

Fax: 01392 265268

email: rowena.whiter@exeter.gov.uk

Our ref:

Your ref:

A meeting of the **EXECUTIVE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **TUESDAY 16 JUNE 2009** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Rowena Whiter, Member Services Manager on **Exeter 265110**.

Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.

Pages

A G E N D A

Part I: Items suggested for discussion with the press and public present

1 MINUTES

To sign the minutes of the meetings held on 24 March and 7 April 2009.

2 DECLARATIONS OF INTEREST

Councillors are reminded of the need to declare personal and prejudicial interests, including the nature and extent of such interests, in relation to business on the agenda, before any discussion takes place on the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

3 LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - EXCLUSION OF PRESS AND PUBLIC

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of items 16 and 17 on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 4 of Part I, Schedule 12A of the Act.

4

FOOD LAW ENFORCEMENT PLAN 2009/10

To consider the report of the Head of Environmental Health Services.

1 - 4

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

5

HEALTH AND SAFETY SERVICE PLAN 2009/10

To consider the report of the Head of Environmental Health Services.

5 - 6

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

6

POLICY FOR THE ETHICAL CARE OF HUMAN REMAINS AT THE ROYAL ALBERT MEMORIAL MUSEUM (RAMM)

To consider the report of the Head of Leisure and Museums.

7 - 8

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

7

REPLACEMENT OF FILTERS AT THE PYRAMIDS SWIMMING POOL

To consider the report of the Head of Leisure and Museums.

9 - 12

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

8

EMPTY HOMES STRATEGY 2009 - 2014

To consider the report of the Head of Housing Services.

13 - 20

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

FIRE SAFETY POLICY FOR HOUSING PROPERTIES

To consider the report of the Head of Housing Services. 21 - 24

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

10 **CRIME AND DISORDER (OVERVIEW AND SCRUTINY) REGULATIONS 2009**

To consider the report of the Assistant Chief Executive. 25 - 28

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated)

11 **RESPONSE TO THE RECESSION**

To consider the report of the Director Economy and Development. 29 - 32

Scrutiny Committee – Economy will consider the report at their meeting on 11 June 2009 and their comments will be reported.

(Report circulated)

12 **USE OF BEDFORD SQUARE**

To consider the report of the Director Economy and Development and the City Centre Manager. 33 - 38

(Report circulated)

13 **CORPORATE PLAN 2007-2010 (2009/10 UPDATE)**

To consider the report of the Strategic Management Team. 39 - 40

(Report circulated)

14 **LOCAL DEVELOPMENT FRAMEWORK - AMENDMENTS TO THE CONSTITUTION**

To consider the report of the Head of Legal Services. 41 - 46

(Report circulated)

15 **APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES**

To consider the report of the Assistant Chief Executive on the appointment of representatives to serve on outside bodies. 47 - 54

(Report circulated)

Part II: Items suggested for discussion with the press and public excluded

16 **RE-TENDERING OF THE HOUSING RESPONSIVE MAINTENANCE
CONTRACTS - PROCUREMENT STRATEGY**

To consider the joint report of the Head of Housing Services and the Head of Contracts and Direct Services on a proposed procurement strategy for the re-tendering of the housing responsive maintenance contracts. 55 - 84

Scrutiny Committee – Community considered the report at their meeting on 2 June 2009 and their comments will be reported.

(Report circulated to Members)

17 **POST OF CITY ARTS AND FESTIVALS MANAGER**

To consider the report of the Head of Economy and Tourism on a proposed merger to create one post of a City Arts and Festival Manager. 85 - 86

Scrutiny Committee – Economy will consider the report at their meeting on 11 June 2009 and their comments will be reported.

(Report circulated to Members)

DATE OF NEXT MEETING

The next scheduled meeting of the Executive will be held on **Monday 29 June 2009** at 5.30 pm in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and made available as soon as reasonably practicable after the meeting. It may be inspected on application to the Customer Service Centre at the Civic Centre or by direct request to the Member Services Manager on 01392 265110. Minutes of the meeting will also be published on the Council's web site as soon as possible.

Membership -
Councillors Fullam (Chair), S Brock, Cole, Edwards, Mrs Henson, Mitchell, Mrs J Morrish, Newton and Wadham

Find out more about Exeter City Council services by looking at our web site <http://www.exeter.gov.uk>. This will give you the dates of all future Committee meetings and tell you how you can ask a question at a Scrutiny Committee meeting. Alternatively, contact the Member Services Officer on (01392) 265115 for further information.

Individual reports on this agenda can be produced in large print on request to Member Services on 01392 265111.

This page is intentionally left blank

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY 2 JUNE 2009

EXECUTIVE
16 JUNE 2009

FOOD LAW ENFORCEMENT PLAN 2009/10

1. PURPOSE OF REPORT

- 1.1 To inform Members of the Council's performance against the previous years Food Law Enforcement Plan.
- 1.2 To seek approval for the adoption of the Food Law Enforcement Plan 2009/10, which sets out the Council's regulatory function in respect of food safety over the forthcoming year. A draft copy of this is available in the Members' Room, on the Council's website or available on request.

2. BACKGROUND

- 2.1 The Food Standards Agency Framework Agreement requires the Council to produce a Food Law Enforcement Plan (referred to as the Enforcement Plan). The key aim of the plan is to demonstrate how the Council will fulfil its regulatory obligations in respect of its food safety service.
- 2.2 The Enforcement Plan incorporates:
 - the service aims and objectives;
 - information about the food safety enforcement and related services provided by the Council;
 - details of the service's performance management systems;
 - comprehensive information to compare the current and past performance of the food safety service;
 - the Food Service Delivery Plan 2009/10 detailing the actions and improvements for the service in an effective, risk based, proportionate & consistent way over the forthcoming year; and
 - the annual food sampling programme which embodies the aims of the Council's Food Sampling Policy which is also posted on the Council's website and subject to periodic review.

3. KEY OUTCOMES OF THE FOOD SAFETY SERVICE 2008/9

3.1 Programmed Inspections

The service inspected 631 (455)¹ food businesses of a targeted 506 (461) food businesses, and used Self Inspection Questionnaires (SIQ's) as an alternative regulation strategy for 7 (20) low risk businesses and to ensure resources are directed towards high-risk activities. SIQ's are a cost effective means of maintaining contact with this group as well as providing the business with a useful means of keeping up to date with changes in law and other related issues affecting their business.

3.2 Service Requests

The food safety team dealt with 331 (324) service requests during the year, representing 64% (51%) of the 519 (635) service requests handled by the Commercial Section, which also includes health and safety regulation, infectious disease control, and provision of health promotion and training activities for businesses.

3.3 Food Sampling

The authority participates in national and local food-sampling initiatives to monitor the quality of food on sale in the City which is classified as satisfactory, unsatisfactory or unacceptable. Additional samples are taken in response to food complaints and where it is alleged a premises or foodstuff is implicated in a food poisoning incident. During the last year, 168 (255) food samples were analysed, and investigations followed in respect of 35 (43) unsatisfactory samples; there were no unacceptable samples.

Fewer samples were taken than the previous year due to a suspension in testing whilst the laboratory was transferred from Exeter to Bristol.

3.4 Control and Investigation of Outbreaks and Food Related Infectious Diseases

A total of 189 (126) cases of possible food related infectious diseases were officially notified to the service. On investigation, no cases were conclusively linked to food from establishments in the city or elsewhere.

3.5 Enforcement Action

A total of 293 (93) formal written warnings and 113 (293) informal written warnings were issued to secure satisfactory standards in food businesses in the city. These figures are comparable to the number of warnings issued in recent years, and reflect a more targeted approach to non-compliant businesses.

Three businesses were temporarily closed until the proprietors had removed the health risk whilst another business was successfully prosecuted following a history of non-compliance. Proceedings were commenced for the prosecution of two further businesses, but these have not yet been concluded.

¹ Figures in brackets relate to 2007/8

3.6 Food Safety Training

A key component of the Government's drive on better regulation is assisting business compliance through advice, information and training. In total, 385 (525) staff from local food businesses gained a nationally recognised food safety qualification last year, through courses organised by the Council.

4. BETTER REGULATION

- 4.1 Regulatory Services have been the subject of considerable review in recent years. The conclusions of influential reports are now being interpreted and applied to regulatory services by their respective governing bodies overseen by the newly appointed Local Better Regulation Office (LBRO).
- 4.2 In respect of food safety, the Food Standards Agency reflected these changes through amendments to the Food Law (Code of Practice) England and Food Law (Practice Guidance) England which became available at the end of 2008.
- 4.3 The Enforcement Plan embraces the principles of better regulation and will continue to safeguard the health of the local population and contribute to the economic vitality of the city by targeting resources effectively and innovatively to assist food businesses in compliance.

5. PROPOSED KEY ACTIVITIES FOR 2009/10

- 5.1 In addition to the traditional intervention methods the following key activities will shape the food service for the forthcoming year:

Intervention Strategy

- 5.2 The strategy to improve compliance with food law and maintain a high level of compliance will be further developed following release of the Food Law (Code of Practice) England, and include:
- programmed inspections of 492 (551) food premises, based upon risk;
 - targeting non-compliant business with effective use of appropriate enforcement tools;
 - trialling the web based facility "Scores on the Doors", which allows consumers to access information on the standards of hygiene in any food business in the City, with the hygiene rated as a visual score;
 - collaborating with forums/focus groups to target specific businesses to enable an exchange of information and gain an understanding of the obstacles some businesses face in complying with food law;
 - running management of food safety workshops as a recognised intervention tool to support compliance in non-compliant, and smaller businesses.

Better Regulation

- 5.3 As a regulator of businesses in the City, it will be important to recognise the impact of the current economic downturn on businesses' capacity to comply, and to work with businesses to ensure that compliance is achieved through a wide range of intervention strategies. These will include greater engagement with business representatives and the joint development of advice/education interventions.

6. RESOURCE IMPLICATIONS

- 6.1 The Food Law Enforcement Plan will be carried out within existing resource allocations for 2009/10.

7. RECOMMENDED

That Scrutiny Committee - Community supports and Executive approves:

- 1) the Food Law Enforcement Plan 2009/10;
- 2) the Head of Environmental Health to authorise changes to the Enforcement Plan in the light of centrally issued guidance and /or to meet operational needs.

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:LP/Committee/609SCC4v2
20.5.09

COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:-

- 1) Service Plan for Food Law Enforcement 2009/10

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY

2 JUNE 2009

EXECUTIVE

16 JUNE 2009

HEALTH & SAFETY SERVICE PLAN - 2009/2010

1 PURPOSE OF REPORT

- 1.1 This report seeks approval of the Health & Safety Service Plan for 2009/2010 which sets out the Council's functions for regulating health and safety in businesses for the forthcoming year. A draft copy of the Plan is available in the Members' Room, on the Council's website, or available on request.

2 BACKGROUND

- 2.1 Section 18 of the Health and Safety at Work, etc. Act 1974 places a duty on the Council to make adequate arrangements for enforcement of health and safety. The Health and Safety Executive (HSE), requires the Council to produce an annual Health and Safety Service Plan. Responsibility for Health and Safety at Work enforcement lies with the HSE and Local Authorities (LAs). Councils are generally responsible for enforcement at premises in which non-industrial activities are undertaken (eg retail premises, warehouses, offices etc) whilst HSE is responsible for industrial activities.
- 2.2 Towards the end of 2005 national strategic direction was set for the health and safety system in Great Britain. As a result, the HSE and the Council have been working together and, in particular, targeting limited resources to the greatest local risks as the way to securing benefits for the community.
- 2.3 The projects listed in the service plan are those where the Council currently has a responsibility or because the projects will deliver greater outcomes by close collaboration and partnership working.
- 2.4 These projects involve a mixture of interventions such as stakeholder partnership, motivating senior managers, employee involvement, education/awareness campaigns, recognising good performance, as well as targeted inspections. This new approach meets many of the objectives of the better regulation agenda.

3 PARTNERSHIP BETWEEN HEALTH AND SAFETY EXECUTIVE AND LOCAL AUTHORITIES

- 3.1 Over the year there have been rapid developments aimed at establishing closer partnership working arrangements with the HSE. A number of joint initiatives have been shared to respond to the report of the Hampton Review on better regulation, such as the "Safety and Health Advice Days" (SHADs) for workers in the warehousing, entertainment and beauty sectors.

- 3.2 To overcome poor synchronisation of planning cycles between HSE and LAs, which has been a problem in the past, better integration of work programmes has taken place. The Health and Safety Service Plan incorporates the provisions of the Fit for Work, Fit for Life, Fit for Tomorrow Strategic Programme (known as FIT3).

4 HEALTH AND SAFETY SERVICE PLAN 2009/2010

- 4.1 In formulating the service plan for 2009/2010 the Council has again committed to participating in a number of national projects aimed at meeting Public Service Agreement targets for health and safety in addition to undertaking a programme of targeted inspections and other interventions, which take account of the better regulation principles. They enable the targeting of proactive health and safety regulatory resources to contribute to the national targets and local corporate objectives.

5 RECOMMENDED

That Scrutiny Committee – Community supports and Executive approves:

- 1) the Health and Safety Service Plan 2009/2010;
- 2) the Head of Environmental Health Services to have delegated authority to make changes to the Service Plan in light of centrally issued guidance and/or to meet operational needs.

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:PA/LP/ Committee/609SCC7
20.5.09

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 2 JUNE 2009

EXECUTIVE
16 JUNE 2009

POLICY FOR THE ETHICAL CARE OF HUMAN REMAINS AT RAMM

1. PURPOSE OF REPORT

- 1.1 To propose a policy for the ethical care of human remains in the museum collection, in the form of an annexe to the Acquisitions and Disposals Policy 2005-2010.

2. BACKGROUND

- 2.1 The government's response to the Royal Liverpool Children's Hospital (Alder Hey) scandal in 1999 was the construction of a legal framework that became the Human Tissue Act 2004 (HTA). The provisions of this Act cover consent, storage, research and public display of human remains and it came into force in September 2006.
- 2.2 The intention is to regulate organisations through licensing. Museums do not need a licence for displaying material that is over 100 years old and for holdings in possession at the time the Act came into force. However, one is needed for human tissue that post-dates 1906. The Act's Codes of Practice are split into six main parts, which primarily focus on the medical profession. However, museums are included because human tissue is common to some historical collections.
- 2.3 In 2005, DCMS published the Guidance for the Care of Human Remains in Museums. This was designed to help the museum sector by further clarifying the roles and responsibilities of those institutions holding human remains in their collections and making knowledge of such collections publicly accessible. The document states

Museums should put in place, make public (for example through their website) and as necessary review, a policy on human remains in their care. (2005:16)

3. POLICY FOR THE ETHICAL CARE OF HUMAN REMAINS

- 3.1 A copy of the draft policy is available in the Members' Room or on the Council's website. The key element is the first general statement:

Exeter City Council acknowledges that human remains within its collections once belonged to living individuals and will care for them in a respectful and culturally sensitive manner, while also making relevant parts of the collection available for repatriation, research and learning.

- 3.2 The policy uses a definition derived from that used by the Department for Culture Media and Sport:

RAMM uses the term human remains to mean the body, or its parts, of once living people, specifically in reference to modern humans (Homo sapiens sapiens). This

definition includes osteological material (bone and teeth), soft tissue (including organs and skin), blood and slide preparations of human tissue. It does not include human nails or human hair; the latter is relatively commonly found in Victorian jewellery for example, we do not believe this material should be classified as human remains, but should be treated as being culturally sensitive.

- 3.3 The amount of human remains held in the collections is not great. There are about 20 items in the Ethnography collection, while the Antiquities collection contains material deriving from the many archaeological digs in and around Exeter together with a small collection of Egyptian human remains, including the mummy of Shep En-Mut. The Natural History collection contains slides of Victorian origin.

It is part of the guidance on the act that the museum should make this information available and accessible, which it will proceed to do once the policy has been adopted.

4. RECOMMENDED

- 1) that Scrutiny Committee Community support and Executive Committee adopt the Policy for the Ethical Care of Human Remains as an annexe to the overall Acquisition and Disposal Policy.

HEAD OF LEISURE & MUSEUMS

S:PA/LP/ Committee/609SCC1
20.5.09

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 2 JUNE 2009

EXECUTIVE
16 JUNE 2009

REPLACEMENT OF FILTERS AT PYRAMIDS SWIMMING POOL

1. PURPOSE OF THE REPORT

- 1.1 To seek approval for the replacement of filters at Pyramids, which have reached the end of their useful life.

2. BACKGROUND

- 2.1 A Baseline Condition Survey was commissioned in 2008 to review leisure facilities in Exeter in preparation for the new Leisure Facilities Management Contract to commence in September 2010. In the case of Pyramids, this survey also acted as the base information for the options appraisal comparing the costs of a new pool against a refurbishment of the existing facility.
- 2.2 As part of the survey Ocean Swimming Pools Limited were engaged to report on the highly specialised area of swimming pool plant separately from the usual remit of a structural and mechanical/electrical survey. In the report on the appraisal, it was pointed out that the filters in particular were vulnerable, and had only a very short lifespan remaining.
- 2.3 Pyramids contains four filters, two serving the main pool and two serving the learner pool. One of the learner pool filters was decommissioned a few years ago due to leakage from the main structure and the learner pool has operated on one filter since that time.
- 2.4 Following a recent visit to the Pyramids by the Pool Working Party, its subsequent meeting resolved to urge the Committee and Executive to approve the replacement of the filters.

3. RESULTS OF THE SURVEY

- 3.1 The consultants' report on the filters and associated pipework showed that they are vertical pressure filters, fabricated from welded mild steel. They have been recently internally relined (in 2005). Externally they appear to be in very poor condition. The frontal pipework, which is operated pneumatically, is of an unknown make for which no spare is available.
- 3.2 The stainless steel pipework also shows external signs of decay and replacement is recommended.
- 3.3 Following the decision of the Council to pursue neither the new pool nor the refurbishment option at the moment, it was decided to commission a more detailed study of the filters, which the consultants believed to represent the largest immediate risk to the operation of the pool. These further assessments were to determine the thickness of the mild steel shell which forms the framework of the filters. Using ultrasound testing equipment a survey of the wall thickness was undertaken.

- 3.4 On original installation the shell would have had a thickness of 12mm at the top and bottom and 10mm on the sides, but the tests concluded that some areas have eroded to a thickness of only 3.8mm.
- 3.5 We undertook a similar ultrasonic report in 2007, and comparison of the two sets of results shows that in two years there has been an erosion of 1.2mm.
- 3.6 The concern is that the filters were designed to operate up to 4.0 bar, but given their current condition 2.0 bar is their maximum pressure limit. This means in practice that turnover of the water in the main tank is slower than it might be, which makes the water quality harder to manage satisfactorily. The risk of leakage and/or eruption, leading to immediate closure of the pool is now high, and growing daily.

4. REPLACING THE FILTERS

- 4.1 The consultants have recommended the immediate replacement of the filters and associated pipework. As they rightly point out, if one of the filter vessels fails, there would be an immediate and fairly lengthy closure, while new plant was procured and installed. During that time, DC Leisure, the operators, would be entitled to additional payments to offset their loss of income and profit during an unplanned closure, and of course residents of the city would be without one of their two main pools.
- 4.2 Prior to any failure however the work could be completed by installing new filters without connection; fortunately there is sufficient space available in the plant room. The subsequent connection to the existing pipework would then limit the requirement for a short closure. Decommissioning of the existing filters and redundant pipework could then be undertaken when the pool was back in operation.
- 4.3 With the help of the consultants, officers have already specified the work necessary, and put it out to tender, so that once the decision is taken by Executive, work should be able to commence without delay.

5. THE COST OF REPLACEMENT

- 5.1 The budget estimate provided by the Consultants was:

(i)	Preparation work	£6,000
(ii)	Supply and installation of filters, including pipework	£70,000
(iii)	Decommissioning of existing filters and removal of redundant pipework	£1,000
(iv)	Contingency 10%	£7,800
TOTAL:		£84,800

6. INSTALLATION OF ULTRA VIOLET TREATMENT

- 6.1 Members may recall that Exeter Swimming Club has called on a number of occasions for the installation of an ultraviolet treatment unit as an alternative to the current reliance on chlorination for disinfection. Officers felt at the time that this was not a practical solution, but the work on the filters offers the opportunity to install a unit without any of the difficulties we envisaged before.
- 6.2 The advantages of using UV are that it removes combined chlorine in the water, requires less expenditure on chemicals, and reduces the amount of water used. There are no disadvantages other than the need to operate and maintain two

systems, providing an annual service and bulb changes, since some chlorination is still necessary. In this particular case as well of course, there is the cost of installing a piece of equipment which may have only a short life. The cost is estimated at £22,000, not high in itself. However we are advised that this unit would not be able to be used in a new pool when one is built, so if that is eventually the decision the Council makes, the cost of this installation, like that for the filters, would be lost.

- 6.3 The most recent inspection of the pool and its operation was undertaken by the Council's specialist water consultant in January 2009, and his conclusion was that water quality was continuing to reach acceptable standards even with the aged equipment. New filters will enable faster turnover making it easier for the operators to keep the water within the contractual parameters. Ultra Violet treatment would enhance that capability further, but officers feel that if the management can keep the water fully treated without the additional expenditure at this particular point in the pool's life, then it would be better not to install the additional kit.

7. RISK

- 7.1 The principal risk in this case is that the installation is not done before the failure of one or more of the existing filter vessels, causing undue cost and disruption to a well-used city facility. Estimating the life of the vessels is not an exact science, but we believe that they will probably fail before the end of 2009.
- 7.2 There is also a risk that once replacement starts, the contractors will find other elements of the plant which need to be replaced, leading to extra costs and additional closure time. The risk of this, following the survey is assessed as low. However a smaller problem might still lead to the need to drain the pool or otherwise slow down the work, leading to a claim from the operator.

8. OTHER FACTORS

- 8.1 In the absence of any recommendations on the way forward from the Pool Working Party, there is still uncertainty about whether the Pyramids will be replaced or refurbished. If the decision is to refurbish, then the expenditure on new filters will have been proven to be good value, and the filters will give good service for some time to come. On the other hand, if the decision is to build a new pool sooner rather than later, then the filters, and the UV unit if installed, will not have reached their natural lifespans, and therefore not have given the best value for money possible. Against this must be set the general determination not to let the Pyramids close because it provides a service which is too important to lose.

9. FINANCIAL IMPLICATIONS

- 9.1 A budget of £109,000 remains for the first phase of designing a replacement pool. It is proposed that this sum be used to fund the replacement of the filters.

10. RECOMMENDED

that

- 1) the filters and associated pipework at Pyramids be replaced as soon as practicable
- 2) the work be funded from budget remaining from the new pool project
- 3) equipment to disinfect water using ultraviolet light not be installed.

HEAD OF LEISURE AND MUSEUMS

S:PA/LP/Committee/609SCC2
20.5.09

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY 2 JUNE 2009

EXECUTIVE
16 JUNE 2009

EMPTY HOMES STRATEGY 2009-2014

1. PURPOSE OF THE REPORT

- 1.1 To inform Members of the consultation results for the draft Empty Homes Strategy 2009-2014 and recommend that the amended version is approved.

2. BACKGROUND

- 2.1 Executive on 24 March 2009 approved the draft Empty Homes Strategy and agreed that it should go out to public consultation, with the results reported back at Scrutiny on 2 June 2009 and then to Executive on the 16 June 2009.
- 2.2 Over 200 copies of the draft strategy were sent to councillors, housing associations, landlord associations, relevant staff and current ExtraLet and Private Sector Leasing (PSL) scheme landlords asking them to give comments on the strategy and action plan. There were 11 formal responses, with many of the comments being constructive and positive together with favourable remarks on existing schemes. Once the final strategy is approved it will become more generally available to the public through the Council's website and any further comments received can be considered for the next review.

3. CONSULTATION RESULTS

- 3.1 The following comments were received:
- The strategy is very strong on the processes, successes and potential of empty homes work.
 - Some pointed out that there were some gaps in the content such as downsizing, the STEPs Project, serving notices and the inclusion of the recently published resident landlord booklet designed to help people take in lodgers.
 - Favourable comments were received from some of the 120 ExtraLet and PSL landlords about the existing schemes.
 - Many thought it is a good idea to be launching the strategy at this time in light of recent national and regional announcements of funding for empty homes.
 - Because of the possibility of a future Audit Commission inspection, the action plan needs to have further revision.
 - One Councillor expressed concerns about the use of Empty Dwelling Management Orders (EDMOs) in comparison to Compulsory Purchase Orders (CPOs). Clarification on this issue is set out below and may help to alleviate these concerns:

- EDMOs allow the Local Authority to take over an empty property, bring it back up to the decent homes standard and let it to those in housing need from the housing register. The costs of renovation are recouped through rent, with any excess income going to the property owner. An owner can reclaim their property at any time provided they wish to sell, live in it or rent themselves. Interim EDMOs last for one year, whilst a full EDMO can last for seven years. A comprehensive legal case must be made for each property before its use. The property remains in the possession of the owner throughout and the EDMO can be revoked if the owner agrees to bring it back into use and work with the Council. The use of an EDMO is seen very much as a last resort and in most cases property owners are more than willing to work with the Council to find a viable solution for the property.

- CPOs allow the Local Authority to take possession of a property and sell without the owner's permission. The owner is then compensated appropriately for the loss of the property.

- The lack of knowledge about the service by the general public was a factor which came to light during consultation. This may mean more money is needed to fund campaigns and advertising about the empty homes service.
- Advertising could hopefully facilitate an increase in the number of landlords ready to work with the Council. A budget will be considered by the partnership for the future.
- In light of the Council's new duty under the Local Government & Public Involvement in Health Act 2007 further opportunities for consultation must be given to the public as the new strategy is implemented.

4. PROPOSALS

4.1 As a result of this consultation the following amendments to the strategy are proposed:

- Sections will be added dealing with downsizing and lodgings.
- More emphasis will be placed on the 'need' for empty homes to be brought back into use. WHY are we doing this and WHO are we doing it for?
- Further consideration of advertising has been given high priority in the revised action plan.
- The explanation of CPOs and EDMOs on pages 27-29 has been reviewed and amended.
- More challenging annual targets to fund the reuse of empty property in partnership with the Homes and Communities Agency have been introduced. Accordingly the target will be increased from 11 to 20 empty properties a year.
- Provision of funds for the STEPS programme to be included in the action plan as a valuable source of funds and property used for affordable housing.
- The document is to be formatted to correspond with Exeter City Council's existing strategies, therefore forming part of a suite of strategies.

- The Empty Homes Partnership Manager will ensure that the strategy and action plan are aligned with the Audit Commission's requirements.
- 4.2 More generally that emphasis be placed on the high support councillors have for the reuse of empty properties and homes within the city.
- 4.3 As a result the strategy has been updated and a copy placed in the Members' room. The revised action plan is appended.
5. **RECOMMENDED** that Scrutiny Committee– Community supports and Executive approves that:
- (1) the actions and revisions to the Empty Homes Strategy as set out in paragraph 4 of this report.
 - (2) the revised action plan contained in Appendix I of this report.
 - (3) Scrutiny Committee Community receives an annual update on progress against the action plan
 - (4) in accordance with the Local Government & Public Involvement in Health Act 2007 the Empty Homes Strategy and action plan be placed on the website and further comments invited from the community.

HEAD OF HOUSING SERVICES

S:PA/LP/Committee/609SCC6
20.5.09

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended) **Background papers used in compiling this report:**

Empty Homes Strategy 2009-2014

This page is intentionally left blank

APPENDIX 1

DRAFT EMPTY HOMES STRATEGY ACTION PLAN 2009-2014

					LEAD OFFICER	PROGRESS AS OF MAY 09
ACTION	TARGET	PRIORITY	RESOURCES			
STRATEGY						
1	Review the Empty Homes Strategy.	Annually	Medium	Staff time	Empty Homes Partnership Manager	Scrutiny committee on 2 June 2009 / further report to Members on September 2010
2	Create a suitable strap line for the Empty Homes Strategy.	Proactive line which encapsulates the aim of the strategy	High	Staff time	Empty Homes Partnership Manager	Under review
3	Empty Homes Action Plan.	Monthly	High	Staff time	Empty Homes Partnership Manager	Ongoing
PROGRAMME						
1	Return properties empty for more than six months to use.	40 per year	Medium	Staff time	Empty Homes Partnership Manager / Empty Homes Negotiator	5 properties brought back into use in January 2009 and 10 more in the pipeline
2	Negotiate with the Homes and Communities Agency to secure funding for empty homes grants.	100 units before the end of 31 March 2014	Medium	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	9 units completed at Fountain House. 20 homes per year 2009-10 to 2013-14
3	Negotiate with internal council departments for renovation grant funding.	Subject to availability	Medium	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	Under negotiation
4	Identify long term empty properties (over 2 years) which could be brought back into use using enforcement powers from the Housing Act 2004 (Empty Dwelling Management Orders).	6 per year	High	Staff time	Empty Homes Partnership Manager / Empty Homes Negotiator	4 properties currently under investigation
5	Identify funding in the council's Affordable Housing Capital Programme for use on empty properties.	£200,000 to be spent on off-the-shelf purchases by 31 March 2010	High	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	10 properties being investigated
		£108,500 to be spent on purchase of move-on properties	High	Staff time / capital funding	Strategic Housing Manager / Enabling Officers	1 home purchased and 1 in the pipeline
		£18,000 on family housing conversion in Rifford Road	High	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	1 home purchased
		£249,000 on the rehab of the former Admiral Inn	High	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	7 homes completed
		£100,000 as a leasing pot to provide further private sector leased homes in Exeter	High	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	At least 10 homes to be brought back into use and brought up to the decent homes standard
		£30,000 for the leasing of an 'eyesore' property in Oxford Street	High	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	1 home in the pipeline
		£150,000 allocated on laings rehabilitation	High	Staff time / capital funding	Strategic Housing Manager / Empty Homes Partnership Manager	2 homes in the pipeline. Potential to do 25 more.
6	Identify funding for the EXtraLet scheme.	£80,000 to be spent by September 2009. Consider extra commuted sum money	Medium	Staff time / capital funding	Housing Needs Manager	£50,937 spent on 40 properties since April 2008 (as of February 2009). Currently manage 80 properties.

					LEAD OFFICER	PROGRESS AS OF MAY 09
ACTION	TARGET	PRIORITY	RESOURCES			
7 Maintain Empty Homes Partnership for the Strategic Housing Market Assessment Region.	Annually	High	Staff time		Empty Homes Partnership Manager	Maintained
8 Continue to promote downsizing to free up properties for families in the Exeter area and help prevent under-occupation.	Council target of at least 25 moves per year. Budget of £50,000	Medium	Staff time / capital funding		Housing Enabling Officers	Promoted in Insight and by Estate Management. 81 moves so far total. Review 31 March 2010
	RSL target of at least 20 moves per year. Budget of £50,000 (2008-10)	Medium	Staff time / capital funding		Housing Enabling Officers	Review December 2009
9 Promoting the creation of resident landlords within the city willing to take in lodgers.	20 lodgers in 2009-10	Medium	£5,000 spent on officer time		Empty Homes Partnership Manager	Becoming a Resident Landlord Booklet produced April 2009 (300 produced) / Accompanying leaflet for City services at design stage as of April 2009
10 Create a register of landlords and potential lodgers as a housing option.	Create list	Medium	Staff time		Housing Needs Manager	Ongoing
11 Promote and monitor the STEPs programme run by Exeter Community Initiative.	Work with STEPs to come up with funds and 2 properties for affordable housing	Medium	Staff time / capital funding		Housing Enabling Officers	Revenue: £5,000 invested 2008 and £5,000 in 2009
						Conditional capital funding of £50,000 on the production of a viable scheme
12 Conversion of under-used or hard to let sheltered housing blocks.	10 possible guest room conversions	Medium	Staff time / capital funding		Head of Housing Services / Housing Enabling Manager	Investigation underway and nearly complete
13 Tackle restrictive lettings practises.	persuade some Housing Associations to change practises which restrict letting of flats to people with children	Medium	Staff time		Housing Needs Manager	Ongoing
INFORMATION & TRAINING						
1 Obtain and review council tax lists to identify empty properties.	February / June / October. (Every 4 months)	Medium	Staff time		Empty Homes Partnership Manager / Empty Homes Negotiator	First list requested January 2009
2 Conduct street surveys to identify vacant units over shops and empty buildings.	Fore Street, Heavitree / Cowick Street, St Thomas to be thoroughly surveyed by 31 March 2011	Medium	Staff time		Empty Homes Partnership Manager / Empty Homes Negotiator	First survey September 2009
3 Ensure the Empty Property database is kept up to date in order to establish the capacity for linking the data to broader regeneration.	Monthly	High	Staff time		Empty Homes Partnership Manager / Empty Homes Negotiator	On going

				LEAD OFFICER	PROGRESS AS OF MAY 09	
	ACTION	TARGET	PRIORITY	RESOURCES		
4	Remain abreast of changes in legislation and best practise as discussed by the Government, the Empty Homes Agency and the National Association of Empty Property Practitioners.	Continuous process	Medium	Staff time	Empty Homes Partnership Manager	On going
5	Continue to build staff skills and knowledge.	Continuous process	Medium	Staff time	Housing Enabling Manager / Empty Homes Partnership Manager / Empty Homes Negotiator	2007 - Affordable Housing Masterclass. 2008 - Negotiations skills courses and more planned. Houisng Market Viability Event. 2009 - Continued mentoring of Houisng Enablers and Empty Homes Officers and a certificate in Enabling being investigated.
6	Empty Homes Partnership Newsletter	Every 6 months	Medium	Staff time	Empty Homes Partnership Manager	Second issue in production
7	Advertising	Consider additional resources to facilitate publicity	High	Staff time	Empty Homes Partnership Manager	Under review
ADMINISTRATION						
1	Aim to reply to all calls / emails relating to empty properties within 2 days.	200 per month. Subject to number of messages	High	Staff time	Empty Homes Partnership Manager / Empty Homes Negotiator	Jan 09: 239 calls Mar 09: 235 calls
2	Secure revenue funding for the administration of the Empty Homes Partnership beyond 2011 subject to Local Government reorganisation of Devon.	7 Resident Social Landlords and 2 District Councils plus Exeter City Council by 2011	Low	Staff time / capital funding	Empty Homes Partnership Manager / Empty Homes Partnership Officer	Funding secure up to April 2011 except for Magna Housing who have been written to
3	Continue to host the Empty Homes Partnership meetings.	Every 6 months	Medium	Staff time	Empty Homes Partnership Manager / Empty Homes Partnership Officer	Next meeting April 2009
4	Continue to host the South West Empty Homes Forum.	Every 6 months	High	Staff time	Empty Homes Partnership Manager / Empty Homes Partnership Officer	Next forum June 2009
CONSULTATION						
1	Empty Homes Strategy 2009-2014 to be placed on the Council's website for public view and comment.	Subject to approval from Committee	High	Staff time	Empty Homes Partnership Manager / Empty Homes Partnership Officer	To be uploaded June 2009
2	Review and revise Empty Homes Strategy in light of comments from the public.	Subject to approval from Committee	High	Staff time	Empty Homes Partnership Manager / Empty Homes Partnership Officer	Revision awaited

S:LP/Cttee/609SCC6 Appx I

This page is intentionally left blank

EXETER CITY COUNCIL
SCRUTINY COMMITTEE - COMMUNITY
2 JUNE 2009

EXECUTIVE
16 JUNE 2009

FIRE SAFETY POLICY FOR HOUSING PROPERTIES

1 PURPOSE OF THE REPORT

- 1.1 To seek Members' approval for a new policy regarding the management of fire safety in the Council's housing stock

2 INTRODUCTION

- 1.1 Each year, throughout the country, fire not only kills people but costs thousands of pounds in terms of the damage that it causes. This policy sets out how Exeter City Council will identify, reduce and manage the fire risks within its accommodation.
- 1.2 The policy will mainly apply to the common areas of flats and will establish a set of standards that the Council will work towards to ensure the safety of its residents. It is acknowledged that this policy cannot just be delivered by the Council alone and that the cooperation and agreement of its residents is central to its success. A copy of the policy is available on the Council's website.

3 BACKGROUND

- 3.1 The Regulatory Reform (Fire Safety) Order 2005 places a duty on the nominated 'responsible person' of the organisation to take general fire precautions to ensure, as far as reasonably practicable, the safety of the people on the premises (which in the Council's case includes its residents, their families, visitors, contractors and employees).
- 3.2 The order covers general fire precautions and other safety duties which are needed to protect 'relevant' persons. The order requires fire precautions to be put into place and this policy is intended to set out how the standards will be achieved for our own housing stock.

4 FINDINGS

- 4.1 In 2008 the Council appointed a firm of external consultants to undertake fire risk assessments (FRA) to 361 of its blocks of flats which fall under the Fire Safety Order. The majority of these have now been completed with a list of actions established in those blocks where failures have been identified. The aims of a FRA are to identify the fire hazards, reduce the risk of those hazards causing harm as reasonably practicable and to decide what physical fire precautions and management arrangements are necessary to ensure the safety of people at the premises if a fire does start.
- 4.2 It is clear that a lot of residents living in our flats use the common areas as either storage areas for their belongings (bikes, prams etc) or as an extension of their own accommodation. Although this can make the environment in these areas more

pleasant to live in, they may also create a fire hazard where flammable items are stored or an obstacle to either residents or the Fire Service if a fire actually occurs.

- 4.3 This policy sets up the principal of designating 'safe areas' within each block of flats where certain non flammable items can be stored. A full list of eligible items will be published and residents in each block will be consulted about the proposals before the new policy is implemented. However, it is intended that as the policy is implemented within each block of flats or neighbourhood, residents will agree to sign a Neighbourhood Agreement that sets out what can and can't be stored in the common areas and where such storage will be allowed. It will also set out the roles and responsibilities of both the Council as landlord and local residents. Regular inspections will need to be undertaken to ensure these agreements are adhered to.
- 4.4 The FRAs have detailed a number of fire precaution measures that are required to our blocks of flats and these are dealt with in more detail in the policy document. The majority of these proposals reflect the fact that the Council has a large number of blocks of flats that are over 30 years old and very little investment has been made in keeping the fire precaution measures up to date. The major areas that require attention are:
- Replacing the front doors of flats with 30 minute fire doors.
 - Updating of the fire detection equipment in common areas.
 - Consideration of emergency lighting
 - Fire management plans (evacuation procedures etc)
- 4.5 To identify those blocks of flats that are at highest risk should a fire occur a scoring system has been established with those blocks reaching the highest score being those that will be prioritised as work is undertaken.

5 FINANCIAL IMPLICATIONS

- 5.1 The work required to update the general fire precautions within our blocks of flats to comply with the Regulatory Reform (Fire Safety) Order 2005 has already been identified under the Asset Management Strategy 2009-2015 where for the period 2010-2015 funding of £1,008,000 has been identified to undertake work to 1680 properties.
- 5.2 An additional £500,000 has been identified to help implement this policy across the stock and in particular help to pay for enhanced refuse facilities etc where they are required.

6 TENANT AND LEASEHOLDER CONSULTATION

- 6.1 The Tenant and Leaseholder Committee was consulted on the details of this policy on 11 May 2009. The committee welcomes the plans to undertake more intensive management in communal areas and the introduction of a policy that clearly sets out what can and cannot be stored in communal areas. The committee does however, have concerns that reducing the chance to store certain items in the communal area may cause storage problems for some tenants.
6. Following the publication of the STATUS survey and the Resident Auditor Team's flat survey (both undertaken in 2008) it is clear that the majority of residents in our flats regard the condition of the communal areas in and around our blocks of flats as a high priority for action. The Council accepts that further work is required and adopting

this policy will go some way to ensuring communal areas are improved across our housing stock. However, maintaining, inspecting and enforcing these new standards will be difficult given the high numbers of blocks of flats within our ownership.

5. RECOMMENDED that

- 1) Community – Scrutiny supports and Executive approves the Fire Safety Policy for the Council's housing stock

HEAD OF HOUSING SERVICES

S:LP/PA/Committee/609SCC16
20.5.09

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

This page is intentionally left blank

EXETER CITY COUNCIL
SCRUTINY COMMITTEE - COMMUNITY
2 JUNE 2009

EXECUTIVE
16 JUNE 2009

CRIME AND DISORDER (OVERVIEW AND SCRUTINY) REGULATIONS 2009

1. PURPOSE OF THE REPORT

To advise members of the new Regulations under the Police and Justice Act 2006 establishing an overview and scrutiny of the work of Crime and Disorder Reduction Partnerships (CDRPs). Exeter's CDRP is called the Exeter Community Safety Partnership.

2. BACKGROUND

2.1 The Exeter Community Safety Partnership was established under the Crime and Disorder Act 1998.

2.2 The current membership comprises:

Exeter City Council
Devon and Cornwall Constabulary
Devon County Council
Devon and Cornwall Police Authority
Devon Primary Care Trust
Devon and Somerset Fire and Rescue Service
Devon and Cornwall Probation Area of the National Probation Service
Exeter Business Forum
Youth Offending Service
Exeter Council for Voluntary Services
HM Prison Exeter
Exeter Drug and Alcohol District Implementation Group
Devon Partnership NHS Trust
Magistrate

2.3 Exeter City Council, Devon and Cornwall Constabulary, Devon County Council, Devon and Cornwall Police Authority, Devon Primary Care Trust and Devon and Somerset Fire and Rescue Service are the Responsible Authorities under the Crime and Disorder Act, as amended. Probation are due to be added to the Responsible Authorities list.

2.4 The Responsible Authorities have a duty to prepare strategies to tackle crime, disorder, drugs misuse and "enviro-crime", and now "reducing re-offending" is to be added as a specific responsibility.

3. POLICY INTENTION AND SCOPE

3.1 The Crime and Disorder (Overview and Scrutiny) Regulations 2009 come into force on 30th April 2009. One of the main points of relevance for this council is the

requirement to establish scrutiny arrangements via a Crime and Disorder Committee to oversee the work of CDRPs. The intention is to have 3 main roles for the scrutiny committee:

- Policy development
- Performance monitoring / challenging delivery
- Councillor calls for action on crime and disorder

3.2 There are 4 main areas in the regulations identifying the role of the scrutiny committee:

- Co-option
- Information
- Attendance
- Response

Co-option

The committee may co-opt additional members where it considers this appropriate for the exercise of its functions. This would allow for some “protection” of agencies being scrutinised – as above, the committee “should not be used as a vehicle to hold single agencies to account for individual agency activities and decisions”.

Information

Information must be provided to the committee, on request, unless such information would identify individuals or prejudice operational matters.

Attendance

The committee can require the attendance of any officer from any responsible authority or co-operating body.

Response

The committee may make recommendations, which should be responded to within 1 month, or as soon as possible thereafter. The committee shall “review such responses and monitor the action (if any) taken by the relevant responsible authority”.

4. PROPOSAL

- 4.1 It is clear that the Crime and Disorder Scrutiny Committee does not have to be a new committee. Officers perceive that this responsibility sits comfortably within the remit of Community Scrutiny.
- 4.2 It is proposed that there be one occasion per year when the Scrutiny Committee focuses solely on the CDRP, perhaps to receive the annual report of the Partnership. This would constitute a special meeting in addition to the Committee’s normal cycle.
- 4.3 Thereafter, the committee may wish to have a timed slot on the agenda for crime and disorder business – on at least one other occasion during the year. Any Co-opted members would attend for that part of the meeting. One possibility would be that there is a ‘theme’ focus to the meeting, for example, Alcohol Abuse, Domestic Violence, Anti- Social Behaviour, where the Committee may wish to seek detail from the Partnership on plans and action being taken to address the issue being considered.

- 4.4 The Regulations suggest that the committee should meet “no less than twice in every twelve month period”, but it could be more frequent if required. Should the Committee consider it necessary, a special meeting could of course be convened.

5. FINANCIAL IMPLICATIONS

There are no financial implications arising out of the report.

6. RECOMMENDATION

- i) The Committee is requested to agree its enhanced role to encompass scrutiny of the Exeter Community Safety Partnership.
- ii) The Committee is further requested to comment on the proposals that appear at section four of this report.
- iii) To request Executive to recommend to Council an addition to the terms of reference of the Scrutiny Committee - Community, enabling that Committee to discharge the functions of a Crime and Disorder Committee to oversee and scrutinise the work of the Exeter Community Safety Partnership.

BINDU ARJOON
ASSISTANT CHIEF EXECUTIVE

CHIEF EXECUTIVE'S DIRECTORATE

Background papers

Crime and Disorder (Overview and Scrutiny) Regulations 2009

S:DSS/PA/LP/Cttee609SCC15
15.5.09

This page is intentionally left blank

EXETER CITY COUNCIL

SCRUTINY ECONOMY COMMITTEE 11 JUNE 2009

EXECUTIVE
16 JUNE 2009

RESPONSE TO THE RECESSION

1.0 PURPOSE OF REPORT

- 1.1 This report is to advise Members on a range of possible initiatives intended to respond to the impact of the recession on businesses and individuals in Exeter.

2.0 INFORMATION

- 2.1 Members of Executive received a report of the meeting held on 7 April setting out actions which had been taken by the City Council in conjunction with a range of stakeholders which is intended to help businesses and individuals cope with the recession and to co-ordinate action between the various organisations involved. Executive agreed to endorse the approach being taken and to request that a stakeholder consultation take place to establish the key priorities prior to reporting back to Executive in June.

- 2.2 When considering the range of initiatives which Members may wish to take, the following broad criteria are proposed:

- o that any initiative is of limited duration and intended to focus action during the worst period of the recession rather than being a permanent addition to service provision and cost
- o the project should address the social or economic impacts of recession
- o projects should be targeted at the effects of the recession on individuals as much as on businesses
- o projects should seek to build a base for future recovery
- o they should underpin Exeter's competitive position with other locations during this difficult trading period.

- 2.3 Discussions about the approach have taken place with the Chamber of Commerce, the Federation of Small Businesses, the stakeholder group chaired by the Chief Executive and a series of individual organisations that have expressed an interest to pursue a particular project. The general approach has been broadly agreed and the following projects are proposed for consideration.

3.0 POSSIBLE PROJECTS

Trinity Project

- 3.1 This would be a combined project led by the City Council and delivered by the Citizens Advice Bureau and in conjunction with the Courts Service. It will provide a full time adviser in the City Council's Customer Service Centre providing people with advice on dealing with debts, benefit enquiries, support for the formerly self-employed with debts and mortgage re-possession advice. In addition to this, a part time advice worker will be based at the Exeter County Courts to provide householders with advice who are facing claims for re-possession of their homes. The total cost of this proposal is £65,000.

Vacant Retail Units

- 3.2 Whilst the number of vacant retail units currently totals around 50, it is only 8% of the total stock and can have a particularly negative presence in high profile locations. The City Council has been working with others to develop material that can be used in vacant units which gives a poor impression to passing shoppers and visitors of the range of attractions that exist in the city as a whole. In order to avoid rates liability, displays need to be of a non-commercial nature. The estimated costs of providing these displays in some 10 retail units is approximately £10,000.

Christmas Promotion

- 3.3 The recession will have been running for a year by the Autumn of this year and retailers will be relying very heavily on the normal surge in spending in the 2-3 months before Christmas. There will undoubtedly be intense competition between retail centres around the region and it is proposed that the city needs to make a very significant impact in this highly competitive market. To do this, it is proposed that an additional one off £20,000 marketing budget is set aside with private sector funding sought to complement this figure.

City Profile/Tourism Marketing

- 3.4 As with the previous item, there is a need to boost the city's profile for wider business purposes, for conferences and for tourism. A particular focus for tourism would be the weekend break market for the Autumn and the general visitor market for early 2010. Some £35,000 is proposed for this.

Procurement

- 3.5 The City Council is working closely with the Federation of Small Businesses and the Chamber of Commerce to make the public sector's procurement process fully accessible to small businesses. Promotion and publicity for this service is proposed at a cost of £5,000.

Continued Operation of the Business Centre

- 3.6 Exeter Business Centre Limited is a council controlled company set up to operate managed workspace provision at its building at 39 Marsh Green Road. This former warehouse building is subdivided to provide 57 small office and workshop units made available on inclusive, flexible terms to a range of start up and small businesses. The Company provides a reception facility and an on site management function to the occupiers. EBC Ltd hold the premises on a lease expiring in March 2011 paying a rent of £103,000 per annum, to which the Council stands as guarantor.
- 3.7 For the last few years the operation has traded at something close to a break even position, with its income from lettings largely matching its outgoings on rent, repairs and the provision of services, and this position has been maintained for the 2008/2009 financial year. However, lettings have suddenly and significantly dropped given prevailing market conditions, the (intentional) ease with which occupiers can serve notice to leave, the lack of new businesses seeking start up space and increased competition from other business space providers. On current vacancy rates (around 30%), and allowing for the limited financial reserves of the company, a cash injection will be required for the two years remaining on the lease to prevent the company becoming insolvent. A report to the EBC Board in April 2009 identified this likely shortfall and it was resolved to seek support from the Council to keep the company afloat. The extent of support required is considered to be £60,000 for 2009/10 and, although only an estimate

at this stage, £65,000 for 2010/11, being the final year of the lease. Such support should ensure that the centre can remain solvent for this period, providing continued support to the remaining small businesses operating from the centre and to any new recruits.

- 3.8 A report on the scope for, and issues associated with, any renewal of the lease from 2011 will be brought to the EBC Board and to Executive at the end of 2009, or once the future of Local Government Review is known, as this will impact upon future decision making for the centre.

Skills Development

- 3.9 The opportunity for individuals and organisations to cope during and after the recession will partly depend on their skills base. During the recession the training of apprentices will suffer. The skills gap filled by migrant workers is likely to return as the economy improves. In order to prepare for the recovery and to enable local people to be able to take advantage of new opportunities which should arise, there is a need to work with employers and training providers to determine what the priorities for investment in skills development should be. It is proposed to set aside £15,000 towards the costs of determining what the impact of the recession has been locally on workforce development, including apprenticeships, and to identify where funding for training should be prioritised for greatest impact on the economy. This work would be carried out collaboratively with Exeter College and the Learning and Skills Council.

4.0 FINANCIAL IMPLICATIONS

- 4.1 Members are asked to consider these proposals which could be funded from the LABGI grant.

5.0 RECOMMENDATION

- 5.1 It is recommended that Scrutiny comment on the above proposals and Executive determine whether they wish to proceed with the proposals outlined in Section 3 of this paper.

JOHN RIGBY
DIRECTOR ECONOMY AND DEVELOPMENT

ECONOMY & DEVELOPMENT DIRECTORATE

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

This page is intentionally left blank

EXETER CITY COUNCIL

**EXECUTIVE
16 JUNE 2009**

USE OF BEDFORD SQUARE

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek guidance from Members on use of Bedford Square by political organisations.

2.0 INFORMATION – BACKGROUND

- 2.1 The current guidelines for Bedford Square were approved at the City Council's Executive on 18 March 2008 (copy attached at Appendix 1).
- 2.2 The objective of the framework provided by guidelines approved in March 2008 was to facilitate events and activities that would provide a focus for the community and that would enliven Bedford Square.
- 2.3 Since approval of the guidelines a wide range of community groups, charities, and political groups have booked and made use of Bedford Square, with the City Centre Manager successfully managing the space.
- 2.4 In managing the use of Bedford Square, the City Centre Manager has worked within the framework provided by the approved guidelines, authorizing events if they:
- a) Create more interest for city centre users;
 - b) Do not raise any health and safety concerns;
 - c) Ensure adequate provision for pedestrian movement through and around the space being used;
 - d) Have a satisfactory relationship with individual retail frontages;
 - e) Are unlikely to cause offence to city centre users, residents and businesses;
 - f) Do not raise public order concerns.

3.0 INFORMATION – CURRENT ISSUE

- 3.1 During January 2009, the BNP used Bedford Square without having made a booking. Following a request from the City Centre Manager, the Police requested that the BNP move on. Following the BNP incident, Unite Against Fascism made a request to use Bedford Square on 7 February and were given consent by the City Centre Manager to do so.

- 3.2 Further requests have since been made by both the BNP and Unite Against Fascism to use Bedford Square. Police advice is that it would be difficult to resist a further request by the BNP to use Bedford Square on public order grounds and it is clear that should a booking be accepted for the BNP, Unite Against Fascism would also wish to book the space.
- 3.3 Bookings from both the BNP and Unite Against Fascism have recently been resisted, along with bookings for any other political organisation, on the basis of being in the critical and sensitive period leading up to the European Parliamentary elections on Thursday 4 June. There is a risk that during this sensitive period, overtly political bookings of Bedford Square may inflame underlying tensions and, in turn, both cause offence to City Centre users, residents and businesses and raise public order concerns.
- 3.4 A view is now sought from Members on how they wish to react to political bookings of Bedford Square in the period after the European Parliamentary elections. Both police and legal guidance is that any attempt to offer anything other than a level playing field on political bookings would be difficult to sustain under legal challenge.

4.0 RECOMMENDATION

- 4.1 Members are asked to express a clear position on whether they wish to continue to support political bookings of Bedford Square, on the understanding that in doing so it will be difficult to sustain a refusal for the BNP to use Bedford Square.

JOHN RIGBY
DIRECTOR ECONOMY AND DEVELOPMENT

JOHN HARVEY
CITY CENTRE MANAGER

ECONOMY AND DEVELOPMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)

Background papers used in compiling this report:

None

BEDFORD SQUARE – USAGE GUIDELINES

1. INTRODUCTION

- 1.1 The objective of Exeter City Centre Management is to deliver a vibrant City Centre, with a 'sense of place'. Physical City Centre development and changes over recent years have created quality public spaces. The objective now is to ensure, through good management, that best use is made of City Centre public spaces – with the spaces being used for a range of events and community activities.
- 1.2 Bedford Square is a key City Centre public space. These brief guidelines provide the framework for use of Bedford Square for events, activities and entertainment. They are written within the context of Princesshay access guidelines and management/maintenance documentation.
- 1.3 Although these guidelines deal with use of (and booking of) Bedford Square, they also relate to the wider City Centre and Princesshay events and activities programme and to the Princesshay licensed buskers scheme.
- 1.4 The objective of the framework provided by these guidelines is to facilitate events and activities that enliven Bedford Square and that provide a focus for community activities. Commercialisation of Bedford Square is not proposed (*paragraph 2.4 also refers*)

2. BEDFORD SQUARE/PRINCESSHAY SQUARE

Criteria

- 2.1 Events should meet the broad criteria set out in paragraph 1.4 above. In addition, events will only be authorised if they:
 - Create more interest for city centre users;
 - Do not raise any health and safety concerns;
 - Ensure adequate provision for pedestrian movement through and around the space being used;
 - Have a satisfactory relationship with individual retail frontages;
 - Are unlikely to cause offence to city centre users, residents and businesses;
 - Do not raise public order concerns.
- 2.2 It is recognised that Bedford Square has fulfilled an important community role over a number of years, with the space having been booked by a wide range of community groups and charities. Use of Bedford Square by such groups will be encouraged as part of recognising the benefits of 'active citizenship'. Such uses will only be authorised by the City Centre Manager (*paragraph 2.6 also refers*) subject to them complying with the specific points in set out in paragraph 2.1 above.
- 2.3 Any individuals or groups seeking to organise an event who are unhappy with the decision of the City Centre Manager have recourse to the City Council's complaints procedure.
- 2.4 Straight 'commercial events/presentations' will not be permitted in Bedford Square or other areas of public highways within the Princesshay development area, but retailer-led events that add value to the customer experience will be

considered on an individual basis. Sign-off will need to be given by the City Centre Manager (*paragraph 2.6 also refers*).

Management Responsibility

- 2.5 Bedford Square comprises public highway in its entirety, but the interface between this 'public' area and those areas for which management control rests with Princesshay Centre Management is such that there needs to close liaison between the City Centre Management and Princesshay Centre Management teams on the delivery of events and activities in Bedford Square.
- 2.6 All events in Bedford Square (and in the remainder of Bedford Street and Catherine Street) need the advance sign-off of the City Centre Manager, acting on behalf of Exeter City Council and Devon County Council, the highway authority.

Diary

- 2.7 The diary for **Bedford Square** will be kept in the City Centre Management office. All bookings must be authorised by the City Centre Manager (*paragraph 2.2 also refers*).
- 2.8 Diary bookings must contain full details of the individual/organisation that has made the booking (contact name, address, mobile telephone number and e-mail address).
- 2.9 All diary bookings will specify event start and finish time.

Access/Event Set-Up

- 2.10 The framework for event set-up is provided by the Bedford Street access guidelines/Princesshay pedestrianisation order.

3. BEDFORD STREET/CATHERINE STREET

- 3.1 On occasion, events will also be held in Bedford Street/Catherine Street outside the areas of Bedford Square. Use of and booking of such events will follow the broad framework provided in section 2 above.

4. BUSKING

- 4.1 7 licensed pitches for buskers/street entertainers have been provided in Bedford Street and Princesshay. Guidelines for busking/street entertainment pitches are set out in the attached annex. Pitches are as follows:

- Bedford Street (outside Barclays)
- Catherine Street (Almshouses)
- Princesshay Square *
- Bedford Street (opposite La Tasca/outside Debenhams) *
- Bedford Street (opposite Neal's Yard/junction with Roman Walk)
- Roman Walk – opposite Chandos
- Blue Boy Square – by City Wall 'Bastion'

Only one of the pitches marked with a * can be used at any one time.

5. REVIEW

- 5.1 These guidelines will be reviewed by the City Centre Manager in consultation with City and County Council Officers and the Princesshay Centre Management

Team on a six-monthly basis. Proposed changes to the Bedford Square guidelines will be reported to the City Centre Management Partnership Board.

JOHN HARVEY
CITY CENTRE MANAGER

This page is intentionally left blank

EXETER CITY COUNCIL

EXECUTIVE
16 JUNE 2009

CORPORATE PLAN 2007-2010 (2009/10 UPDATE)

1 PURPOSE OF REPORT

- 1.1 To present and seek Members approval of the Council's Corporate Plan 2007-2010 (2009/10 update).

2 BACKGROUND

- 2.1 The Council first published a Corporate Plan in 2007.
- 2.2 The Council's Corporate Plan 2007-2010 sets out the Council's strategic objectives. The purpose of the Corporate Plan is:
- To promote understanding and ownership of the Council's priorities and to enable a more effective link between strategic objectives, service plans and individuals' objectives;
 - To set out the annual priorities for the Council under each of the strategic objectives;
 - To shift to a focus on outcomes and evidence of how the Council is making a difference to the people of Exeter;
 - To set out a clear rationale behind the Council's priorities;
 - To explain how the Council is responding to community need;
 - To enable reporting on progress.
- 2.3 Although the Corporate Plan has replaced the Best Value Performance Plan, the Council is still required to report outturn performance data on the 2008/09 National Indicator set and certify that individual contracts entered into in 2008/09 comply with best value requirements including workforce requirements in the Code of Practice. These requirements will be met by 30 June 2009.

3 CONTENT, FORMAT AND AUDIENCE OF THE CORPORATE PLAN

- 3.1 The Corporate Plan is organised around the Council's strategic objectives. It explains how we have developed our strategic objectives, provides an update on recent government initiatives and legislation that has emerged in the last year, sets out the Council's 2008/09 key achievements and identifies our 2009/10 planned actions. It also provides an overview of the Council's finances, an outline of the performance management framework and an overview of how the Council manages its risks.
- 3.2 The achievements and planned actions contained in the Corporate Plan are set at a high, over-arching level and responsibility for achieving the planned actions has been allocated to Directors. This is so that the Plan maintains a strategic focus. Service Improvement Plans will provide an overview of achievements and actions at a service level.
- 3.3 A full summary of our National Indicator set, Best Value and Local Performance Indicator results and progress against the Council's Comprehensive Equality Scheme are reported as appendices to the Corporate Plan.

- 3.4 As with last year, the Corporate Plan will be primarily web-based and published on the Council's website for easier access and navigation. The Plan will also be available in bound hard copies in libraries and at the Council's Customer Service Centre. Council Members will be sent a hard copy on request.
- 3.5 The target audience will be elected members, SMT, heads of service, auditors, inspectors and grant/award providers, staff, together with external audiences (central government, local government organisations, other local authorities, partners and local businesses). Whilst the plan will also be available for residents, the summary document which accompanies Council Tax Bills will continue to relay summary information about the Council's priorities, performance and value for money.

4 RECOMMENDATIONS

- 4.1 That the draft Corporate Plan 2007-2010 (2009/10 update) be endorsed and that any necessary drafting amendments before publication be delegated to the Chief Executive, in consultation with the Leader of the Council.

STRATEGIC MANAGEMENT TEAM

June 2009

Local Government Act 1972 (as amended)

Background papers used in compiling this report:-

None

EXETER CITY COUNCIL

PLANNING COMMITTEE 1 JUNE 2009

EXECUTIVE 16 JUNE 2009

COUNCIL 14 JULY 2009

LOCAL DEVELOPMENT FRAMEWORK – AMENDMENTS TO THE CONSTITUTION

1 PURPOSE OF REPORT

- 1.1 This report recommends amendments to the Council's Constitution, to update it in relation to the Local Development Framework.

2 PROPOSED CHANGES

- 2.1 Members will be aware that the Planning and Compulsory Purchase Act 2004 provided for a system of Local Development Frameworks (LDF), to replace Local Plans. In addition, no further County Structure Plans will be produced, but strategic policies will be set out in Regional Spatial Strategies (RSS).
- 2.2 Originally, the relevant Regulations¹ provided that the "higher level" policy documents known as Development Plan Documents had to be approved by Council rather than Executive, when being made available for public consultation, submitted for approval by the Secretary of State, or adopted by the Council. The "lower level" Supplementary Planning Documents were to be approved by Executive at all of the equivalent stages of preparation.
- 2.3 However, the Regulations have been amended to require Development Plan Documents to be approved by Executive except in more limited circumstances, namely when being either submitted to the Secretary of State or adopted, when they must still be approved by Council.
- 2.4 The proposed changes are set out in Appendix 1 to this report. A flow diagram showing the process is included as Appendix 2.

3 RESOURCE IMPLICATIONS

- 3.1 The changes will not have any resource implications.

4 RECOMMENDED that:-

- 4.1 Executive recommend Council to amend the Constitution in accordance with Appendix 1 of this report;
- 4.2 The Head of Legal Services be authorised to amend the Constitution in accordance with 4.1 above.

¹ The Local Authorities (Functions and Responsibilities)(England) Regulations 2000.

Baan Al-Khafaji
Head of Legal Services

CORPORATE SERVICES DIRECTORATE

Local Government Act 1972 (as amended)

Background papers used in compiling this report:-
Existing Constitution

APPENDIX 1

CHANGES TO THE CONSTITUTION FOR THE LOCAL DEVELOPMENT FRAMEWORK

Proposed insertions are shown underlined, deletions are shown struck through.

Part 3

Responsibility for Functions

Under “Responsibility for Council Functions”, amend item 2.9 as follows:-

The function	Committee	Membership of committee	Delegation of functions
2.9 To approve the Council's policy framework, annual general fund budget, capital programme, housing revenue account budget and the setting of the council tax. In the case of Development Plan Documents, this includes:- (a) the approval of draft proposals for public consultation; (b) the approval of documents for submission to the Secretary of State for approval; (e b) the adoption of documents.	Full Council	City Council Members	None

Under “Responsibility for Executive Functions”, amend item 3.19 (a) as follows:-

Function	Who is responsible	Delegation
3.19(a) To approve those parts of the Council's Local Development Framework which are not Development Plan Documents <u>the responsibility of Council</u> , and other development briefs, including:- (i) the approval of draft proposals for public consultation; (ii) the adoption of documents.	Executive Committee	None

Part 3 continued
Terms of reference

In the terms of reference for Council, amend item 1 as follows:-

“To approve the policy framework, including the annual general fund budget, capital programme, housing revenue account budget, council tax.

In the case of Development Plan Documents, this includes:-

- (a) ~~the approval of draft proposals for public consultation;~~
- ~~(b)~~ the approval of documents for submission to the Secretary of State for approval;
- ~~(c)~~ the adoption of documents.”

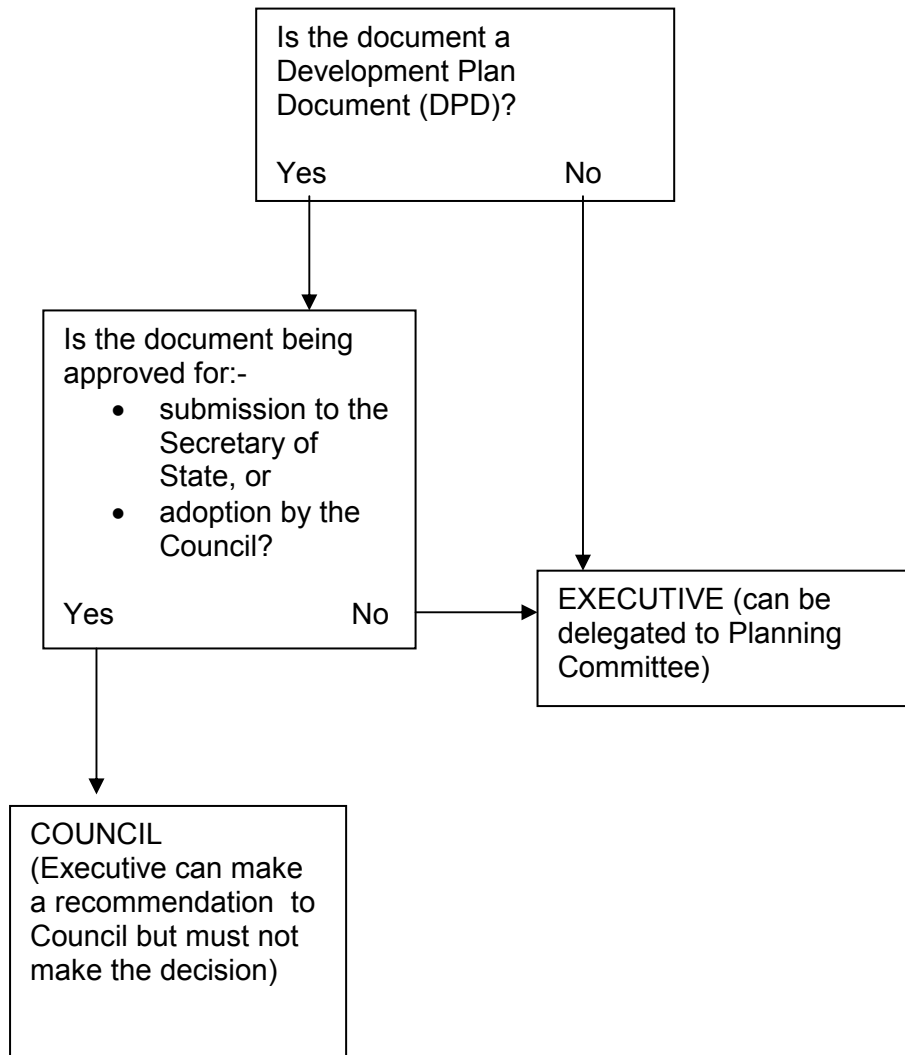
In the terms of reference for Executive Committee, amend item 16(a) as follows:-

“To approve those parts of the Council’s Local Development Framework which are not ~~Development Plan Documents~~ the responsibility of Council, and other development briefs, including:-

- (i) the approval of draft proposals for public consultation;
- (ii) the adoption of documents.”

APPENDIX 2

LOCAL DEVELOPMENT FRAMEWORK – COUNCIL OR EXECUTIVE?



This page is intentionally left blank

EXETER CITY COUNCIL

EXECUTIVE
16 JUNE 2009

APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES

Nominations received from group leaders are emboldened.

<u>BODY AND TERM OF OFFICE</u>	<u>CURRENT REPRESENTATIVES AND EXPIRY OF APPOINTMENTS</u>	<u>NUMBER OF MEETINGS PER ANNUM</u>	<u>TERMS OF REFERENCE</u>
City Centre Management Partnership 1	Cllr Edwards Councillor PA Smith nominated in place of Leader (Cllr Fullam) 16.06.2009	4	Improves the quality of the City Centre for residents, businesses and visitors by developing strategies and opportunities to maximise the Centre's vitality and viability. Supports the development of the City of Exeter as the Regional Capital of the South West, to encourage new investment and to provide an economic "engine" for the City and the County of Devon.
Councillor Development Steering Group 1	Cllr Mrs J Morrish (Chair) Cllr Cole Cllr Martin Cllr Newton (Nomination sought) Cllr Starling nominated in place of Cllr Winterbottom 16.06.2009	4	To advise on the implementation of the Training and Development Strategy for Councillors and promote training and development opportunity.
Charities of John Shere and Others, Topsham	Mr W.J. Underhill - 17.10.2009 Mr F. Luscombe - 08.07.2009	2	To assist residents of Topsham in financial need.

Council of the Devon County Agricultural Association	Cllr Newby nominated in place of Cllr Mrs Henson	1	Promotion of agriculture, horticulture and forestry. Holding and promoting shows, exhibitions and competitions connected with the use of agricultural land in all its aspects.
Community Safety Partnership 1	Leader (Cllr Fullam) 16.06.2009	11	The Partnership established following the Crime and Disorder Act 1998 which placed a joint responsibility on local authorities and the Police to reduce Crime and Disorder in local areas.
Safer Devon Partnership 1	Councillor PJ Brock in his capacity as a member of the CSP	6	Mechanism to deliver on behalf of the Devon Strategic Partnership the safer communities theme of the Devon LAA
Devon Authorities Waste Reduction and Re-cycling Committee 1	Portfolio Holder for Environment and Leisure (Cllr Mitchell) 16.06.2009	3	Co-ordinates the establishment of waste minimisation and recycling schemes whether provided by the County Council, the District Councils or Devon Unitary Authorities, or jointly with each other, with commercial concerns or with community/voluntary groups.
Devon Conservation Forum - Executive 1	Chair of Planning Committee (Cllr Mrs Henson) 16.06.2009	6	Aims to promote the wise sustainable use and enjoyment of Devon's resources. Monitors environmental issues affecting Devon bringing together under one umbrella all who manage the natural and built landscape.
Devon County Council Health and Adult Services Overview and Scrutiny Committee 1	Cllr Newton 16.06.2009	5	To review the implementation of existing policies and to consider the scope of new policies for all aspects of the discharge of the Council's functions concerning adult social care and community learning and to discharge its functions in the scrutiny of health services.
Devon Playing Fields Association 1	Portfolio Holder for Environment and Leisure (Cllr Mitchell) 16.06.2009	4	Independent charitable body offering information, advice, support and small grants to its Members. Helps provide playing fields for all sections of the community and properly equipped playgrounds for children. Encourages the full use of all recreational activities.

Exeter and Heart of Devon Economic Partnership 1	Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) 16.06.2009	5	Promotes the economic development of the sub-region comprising Exeter, Mid Devon, East Devon and Teignbridge.
Exeter Archaeological Advisory Committee 1	Cllr Shiel (Chair) Cllr Martin Cllr D.J. Morrish Cllr Wadham 16.06.2009	3	Committee of City Council Members, professionals and academics from the University and Institutions receiving detailed reports from the AFU on archaeological investigations carried out in Exeter.
Exeter Area Rail Project Working Party 1	Cllr D.J. Morrish Cllr Shepherd Portfolio Holder for Sustainable Development and Transport (Cllr Wadham) 16.06.2009	3	Promotes the use of local rail services in the Exeter area and hinterland. Makes recommendations to operators of local train services and lobby them for improvements Develops infrastructure projects at stations, to improve access and waiting facilities for all passengers
Exeter Arts Council 1	Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) Cllr Coates 16.06.2009	6	Independent group funded by the City Council with membership drawn from the major arts and cultural organisations in the City. It encourages creative activities in Exeter, both individuals and groups by providing financial support.
Exeter Business Centre Board 1	Cllr Mrs Henson Cllr Edwards Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) Cllr Mrs Morrish 16.06.2009	4	The Board oversees the affairs of the Business Centre.

Exeter Council for Sport and Recreation 1	Portfolio Holder for Environment and Leisure (Cllr Mitchell) Conservative nomination required. Cllr Prowse is unable to attend the meetings 16.06.2009	6	To encourage and promote increased participation in sport, recreation and play in the Exeter district in co-operation with Exeter City Council, Devon County Council and other interested organisations.
Exeter Canal and Quay Trust Ltd. 1	Cllr P.J. Brock Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) Cllr Edwards Cllr Newcombe Cllr Shepherd Cllr Sheldon Cllr Starling Cllr Winterbottom 16.06.2009	3	The preservation of land, buildings and other features of beauty or historical or architectural interest in or around the Exeter Canal and Quay Basin; The promotion and encouragement of high standards of architecture, building and town planning and the promotion of civic pride in the Area; The promotion and support of musical, artistic, educational and other cultural activities within the Area; and The promotion and support of community participation in any form of healthy recreation involving waterborne sports in the Area.
Exeter Municipal Charities (General List) 4 To consider changing the date of office for all representatives to start and finish on the same date – from 31 December 2009	The Lord Mayor Cllr Branston - 20.10.2012 Ald N.W.F. Long - 20.10.2012 R.C. Lyons – 17.10.2012 (Resigned) Mr J.F. Marshall – 01.02.2010 Cllr D.J. Morrish – 19.01.2013 Ald W.H.J. Rowe - 17.10.2012 Cllr Winterbottom -15.10.2012 Change all to 31.12.2013	12	To provide accommodation for people who feel unable to remain in their own homes by reason of failing health or reduced circumstances.

Exeter Municipal Charities (Church list) 4 To consider changing the dates of office for all representatives to start and finish on the same date - from 30 June 2009	Ald J.F. Landers Ald N.W.F. Long Mr J.F. Marshall Cllr Shiel Change from 31.03.2010 to 30.06.2013	12	To provide accommodation for people who feel unable to remain in their own homes by reason of failing health or reduced circumstances. Originally for Church of England members but now other denominations.
Exeter International Airport Consultative Committee 1	Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) 16.06.2009	4	Consultation with respect to any matter concerning the management or administration of the airport which affects the interests of the users, local authorities and organisations as required by the Civil Aviation Act 1982.
Exeter Phoenix Arts Centre Board 1	Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) 16.06.2009	6	To promote, maintain, improve, encourage and provide public education in the arts including the arts of drama, music, singing, dance, painting, sculpture, literature, cinematography and handicrafts.
Exeter Social, Health and Inclusion Partnership - Member Forum 1	Cllr D. Baldwin Councillor PA Smith nominated in place of Cllr R.M. Hannaford (former Portfolio Holder for Housing and Social Inclusion) Cllr Prowse 16.06.2009	4	Oversees the implementation of work associated with health and social inclusion in the City and comprises partners from the public sector, main agencies and voluntary sector working in Exeter.

Exeter Summer Festival Advisory Group 1	Cllr PA Smith nominated as Chair in place of Cllr Newton (Chair) Portfolio Holder for Economy and Tourism (Cllr Mrs S.R. Brock) Cllr Branston Cllr Bond Cllr Mrs Danks 16.06.2009	4	To advise on the key Festival objectives.
Exeter Vision Partnership 1	Leader (Cllr Fullam) 16.06.2009	5	Acts as the Local Strategic Partnership for Exeter, a non-statutory partnership that brings together the public, voluntary, community and private sectors to coordinate activity and tackle difficult cross-cutting issues within an area. The Partnership also provides a forum for setting the long-term strategic vision which is expressed through the Sustainable Community Strategy (the Exeter Vision).
J L Thomas Liaison Group 1	Cllr Choules Cllr Newcombe Cllr Prowse nominated in place of Cllr Winterbottom 16.06.2009	2	To improve the exchange of information, report upon and monitor instances of nuisance arising from the factory or carriage of waste material and make suggestions for the improvement of the environmental conditions relevant to the operations of the factory.
Local Government Association General Assembly 1	Leader (Cllr Fullam) 16.06.2009	2	Promotes the interests of local authorities and better Local Government.

South West Councils 1	Cllr M. A. Baldwin Cllr Edwards Leader (Cllr Fullam) Only one appointment now permitted. 16.06.2009	4	Regional forum for south west authorities.
Lord Mayor of Exeter's Appeal Fund 1	Lord Mayor Cllr Coates Cllr Mrs Danks Cllr Edwards 16.06.2009	n/a	Appeal fund.
Parking and Traffic Regulation Outside London Adjudication Joint Committee 1	Cllr Shepherd Portfolio Holder for Sustainable Development and Transport (Cllr Wadham) 16.06.2009	At least once a year	Adjudication service for appellants against penalty charge notices including visible independence of adjudicators from the authorities in whose areas they are working.
South West Provincial Employers 1	Portfolio Holder for Business Transformation and Human Resources (Cllr Cole) 16.06.2009	2	Joint negotiating machinery for the South West comprising the employers' side and the trade union side and provides a forum for discussion, debate and negotiation on human resources.
South West Water Liaison Group 1	Cllr Newby Cllr Mitchell Cllr Robson 16.06.2009	3	To improve the exchange of information of the Countess Wear Sewage Treatment Works operated by South West Water and the carrying out of works to improve odour control. Reports upon instances of complaints arising from odours from works and makes suggestions for the improvement of the environmental conditions relevant to the operations of the works.

Young Single Persons Housing Forum 1	Councillor Newton, Portfolio Holder for Housing and Social Inclusion, nominated in place of Cllr R.M. Hannafor 16.06.2009	4	Provides a forum for all agencies involved in issues related to homelessness amongst young (aged 16-30) single people in Exeter and the surrounding area.
--	---	---	---

ASSISTANT CHIEF EXECUTIVE

8 June 2009

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank