

EXECUTIVE

Date: Tuesday 8 November 2016

Time: 5.30 pm

Venue: Rennes Room, Civic Centre, Paris Street, Exeter

Members are invited to attend the above meeting to consider the items of business.

If you have an enquiry regarding any items on this agenda, please contact Sarah Selway, Democratic Services Manager (Committees) on 01392 265275.

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

Membership -

Councillors Edwards (Chair), Bialyk, Bull, Denham, Hannaford, Leadbetter, Morse, Owen, Pearson and Sutton

Agenda

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

1 Apologies

To receive apologies for absence from Committee members.

2 Minutes

To sign the minutes of the meeting held on 23 August, 13 September and 11 October 2016.

3 Declarations of Interest

Councillors are reminded of the need to declare any disclosable pecuniary interests that relate to business on the agenda and which have not already been included in the register of interests, before any discussion takes place on the item. Unless the interest is sensitive, you must also disclose the nature of the interest. In accordance with the Council's Code of Conduct, you must then leave the room and must not participate in any further discussion of the item.

Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

4 **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 item 12 on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Part I, Schedule 12A of the Act.

5 **Staffing within the Housing Development Team**

To consider the report of the Assistant Director Housing.

(Pages 5 - 18)

6 **Exeter City Council's Council Tax Support Scheme for 2017-18**

To consider the report of the Assistant Director Customer Access.

(Pages 19 - 56)

People Scrutiny Committee considered the report at its meeting on 3 November 2016 and its comments will be reported.

7 **Discretionary Housing Payments Policy**

To consider the report of the Assistant Director Customer Access.

(Pages 57 - 68)

People Scrutiny Committee considered the report at its meeting on 3 November 2016 and its comments will be reported.

8 **Creation of part time temporary post for Housing Needs Administration**

To consider the report of the Assistant Director Customer Access.

(Pages 69 - 72)

9 **Proposed Greater Exeter Growth and Development Board**

To consider the report of Chief Executive & Growth Director.

(Pages 73 - 86)

10 **Review of Staffing - Democratic & Civic Support**

To consider the report of the Corporate Manager Democratic and Civic Support.

(Pages 87 - 92)

11 **Urgent Decision - Zero Energy Buildings Catalyst Project**

For Executive to note the Urgent Decision to allow the council to enter into a partnership agreement with DCLG in respect of the Zero Energy Buildings Catalyst (ZEBCat) project, which is aimed at developing an innovative approach to low carbon building retrofit and to commit a capital budget of £480,000 in 2018/19.

The urgent decision was made following approval in principal of the award of the European Structural investment Fund (ERDF) grant which contained a number of requirements to comply with the grant conditions two of which were a partnership agreement signed by all parties and confirmation that the match funding is in place by 17TH October 2016. Exeter City Council's financial regulations require executive approval when committing budget in future years where there is no approved budget in place. A budget of £480,000 will be factored into the HRA Capital Programme for 2018/ 19, which will comprise £264,000 match funding from the HRA and £216,000 ERDF capital grant, as part of the 2017/18 budget setting process. The project will be delivered by a partnership of six organisations; Devon County Council (Lead Partner), Regen SW, Exeter City Council, North Devon Homes, Sanctuary Housing and Energiesprong UK. Owing to the urgency to meet the grant conditions an urgent decision was required. The Chairman of the Scrutiny Committee- People was consulted and approved the decision. The record of decision was signed by the Assistant Director Housing and the Housing Portfolio Holder.

This is a pilot project which will involve 6 existing Exeter City Council Houses to demonstrate how whole building net zero energy retrofit can be delivered. This approach is just one way of delivering Zero Carbon Retrofit and needs to be considered with other methods including Passivhaus Enerphit Standard for retrofit and other emerging standards and technologies when considering retrofit to the wider stock going forward into the future.

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

No representations have been received in respect of the following items in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

12 The Future of Older Person's Services for Housing

To consider the report of the Assistant Director Housing.

(Pages 93
- 140)

Date of Next Meeting

The next scheduled meeting of the Executive will be held on **Tuesday 6 December 2016** at 5.30 pm in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and published on the Council website as soon as reasonably practicable.

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 Democratic Services Officer (Committees) on (01392) 265115 for further information.

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