

## **EXECUTIVE**

Tuesday 11 July 2017

### **Present:**

Councillor Edwards (Chair)  
Councillors Bialyk, Brimble, Denham, Gottschalk, Leadbetter, Morse, Packham and Pearson

### **Apologies:**

Councillor Sutton

### **Also present:**

Chief Executive & Growth Director, Deputy Chief Executive, Director of Communications and Marketing, Chief Finance Officer, Corporate Manager Democratic and Civic Support, Interim Director Public Realm, Economy and Enterprise Manager, Programme Manager - Communities and Democratic Services Manager (Committees)

61

### **DECLARATIONS OF INTEREST**

No declarations of disclosable pecuniary interest were made.

62

### **ENVIRONMENTAL ENFORCEMENT OPTIONS**

The Interim Director Public Realm presented the report identifying options available to provide additional environmental enforcement to support the Clean Streets Strategy. He highlighted the proposed pilot scheme which would use a specialist private contractor to test the impact of higher visibility enforcement on littering and dog fouling. The scheme would last for 12 months and would include education and engagement with the public, using all relevant media in order to highlight the issues of littering and dog fouling.

In response to Members' questions, the Interim Director Public Realm confirmed that there would be balanced approach to the enforcement and he would welcome interaction with Councillors who had local knowledge which could help with this pilot scheme.

Place Scrutiny Committee considered the report at its meeting on 12 June 2017 and its comments were reported.

#### **RESOLVED that:-**

- (1) a 12 month pilot scheme using a specialist private contractor in order to test the impact of higher visibility enforcement on littering and dog fouling be undertaken;
- (2) a sensitive and balanced approach to environmental enforcement be ensured through an appropriate operational pre-agreement with the provider; and
- (3) such a scheme with a focused campaign proceed via all relevant media in order to educate and engage residents and visitors on the issues of littering and dog fouling.

**ENVIRONMENTAL HEALTH AND LICENSING STATUTORY SERVICE PLAN  
2017/18**

The Interim Director Public Realm presented the report seeking approval for the adoption of the Environmental Health and Licensing Statutory Service Plan 2017/18. The Statutory Service Plan sets out the Council's regulatory function in respect of food safety, health and safety, licensing, environmental permitting and other statutory functions over the forthcoming year.

The Leader and Members expressed their thanks to the Environmental Health and Licensing Manager and his team for their hard work which made a difference to the residents of and visitors to Exeter.

Place Scrutiny Committee considered the report at its meeting on 12 June 2017 and its comments were reported.

**RECOMMENDED** that Council approve:-

- (1) the Statutory Service Plan; and
- (2) authorise the Environmental Health and Licensing Manager to change the Statutory Service Plan in the light of any centrally issued guidance and/or to meet operational needs.

**CAPITAL MONITORING 2016/17 AND REVISED CAPITAL PROGRAMME FOR  
2017/18 AND FUTURE YEARS**

The Chief Finance Officer presented the report on advising Members of the overall financial performance of the Council for the 2016/17 financial year, in respect of the annual capital programme and seeking the approval of the 2017/18 revised capital programme, including commitments carried forward from 2016/17.

The revised capital programme of £12,925,960 and expenditure in the year amounted to £9,942,174, and the actual expenditure during 2016/17 represented 76.92% of the revised capital programme. The sum of £2.884 million had been identified and would need to be carried forward to be spent in future years this was in part due to the delays with the development of the Bus Station site and the St Loyes project. The revised capital programme for 2017/18 after taking into account the carried forward requirements from 2016/17 and additional Section 106 funding now totalled £27,276,380. The Chief Finance Officer also drew attention to a future funding request for £60,000 for a new ashes section at Exwick Cemetery to provide additional internment capacity for the next two years.

The Chief Finance Officer clarified that the underspend on the disabled facilities grants was due to the challenge of actioning all referrals. These monies were managed by Devon County Council and the underspend that had been repaid to the County Council had been used elsewhere in the county for adaptations.

Corporate Services Scrutiny Committee considered the report at its meeting on 22 June 2017 and its comments were reported.

**RECOMMENDED** that Council approves the:-

- (1) overall financial position for the 2016/17 annual capital programme; and

- (2) amendments and further funding requests to the Council's annual capital programme for 2017/18.

65

### **OVERVIEW OF REVENUE BUDGET 2016/17**

The Chief Finance Officer presented the report advising Members of the overall financial position of the Housing Revenue Account (HRA) and General Fund Revenue Budgets for the 2016/17 financial year and to seek approval for the General Fund working balance, HRA working balance, a number of supplementary budgets and the creation of new earmarked reserves.

The Chief Finance Officer advised that the General Fund working balance showed a decrease of £251,881 and the Housing Revenue Account showed an increase in working balance of £1,498,784. The detail of a number of supplementary budgets totalling £1,520,867 had also been requested. He also drew Members' attention to a request to vire budgets to be in line with new technical accounting practices and to align the presentation of the budget to be more meaningful to the individual Committees.

In response to a Member's question, the Chief Finance Officer clarified that the large increase in debt related to the invoice for the Bus Station which was issued at the end of the accounting period and paid on 4 April 2017.

Corporate Services Scrutiny Committee considered the report at its meeting on 22 June 2017 and its comments were reported.

**RECOMMENDED** that Council:-

- (1) approves the net transfer of £330,710 from Earmarked Reserves as detailed in paragraph 8.3.6;
- (2) approves supplementary budgets of £1,450,507 be approved as detailed in paragraph 8.3.8;
- (3) notes the Earmarked Reserves at 31 March 2017;
- (4) approves the virements detailed in paragraph 8.3.9 of the report;
- (5) notes the Council Tax account and collection rate;
- (6) notes the outstanding sundry debt, aged debt analysis and debt write-off figures;
- (7) notes the creditor payments performance;
- (8) by taking into account the overall financial position the Council approves the General Fund working balance at 31 March 2017 at £5,264,841; and
- (9) approves the Housing Revenue Account working balance at 31 March 2017 at £8,567,454 and approves the Council Own Build working balance at £208,097.

## TREASURY MANAGEMENT 2016/17

The Chief Finance Officer presented the report on the current Treasury Management performance for the 2016-17 financial year and the position regarding investments and borrowings at 31 March 2017. The report was a statutory requirement and was for information only with no key decisions required.

Members were advised that the net interest was higher than estimated due to major projects not yet commencing and the investment in the Local Authority Property Fund yielding higher returns than predicted.

Corporate Services Scrutiny Committee considered the report at its meeting on 22 June 2017 and its comments will be reported.

**RECOMMENDED** that Council notes the content of the report.

## COMMUNITY BUILDERS ROLES AND NEIGHBOURHOOD PORTION OF CIL/ GRANTS ROOTS GRANTS

The Programme Manager Communities presented the report recommending a grant of £30,000 be made to Alphington Community Association in the second round of Grass Roots Grants funding towards the refurbishment of the Alphington Village Hall. Members were also updated on the recommendations for the introduction of new Community Builder (CB) roles across neighbourhoods in Exeter, supported by New Homes Bonus and the neighbourhood portion of Community Infra-Structure Levy (CIL) funding. The proposal would complement and build on the existing community builder roles that were currently funded through Integrated Care Exeter (ICE)/Wellbeing Exeter programme.

Exeter Community Forum would invite applications for the Host Organisation in accordance with procurement policy and the awarding of this grant was recommended to be delegated to the Portfolio Holder for Health & Wellbeing, Communities and Sport in consultation with the Chair of Exeter Community Forum and the Programme Manager Communities.

The Programme Manager Communities gave the following responses to Members questions:-

- clarified the position with regards to the grant for Host Organisation to employ the Community Builders
- Community Builders would be working at a grass roots level to build relationships, mobilise people to take action and support people to become more active in their local community.
- there would be local support groups that would take part in the recruitment of community builders for their area
- local Councillors would be encouraged to be involved in the local support groups
- community builders will also be available in areas of the city without strong community groups to apply for these roles this project could potentially cover all of the city, but would initially focus on areas with new development and within disadvantaged communities.

The Portfolio Holder for Health & Wellbeing, Communities and Sport welcomed this Community Infra-Structure Levy (CIL) funding of £3.75 million over 10 years to engage with local communities and to support the introduction of Community Builders.

The Leader welcomed use of CIL monies to support, engage and build communities in the City.

**RECOMMENDED** that Council approves:-

- (1) the recommendation made by the Exeter Community Forum Grass Roots Grants Panel which met on the 7 June to review and support the following application:
  - Alphington Community Association - refurbishment of Alphington Village Hall – Capital grant £30,000 – supported in full by the Grass Roots Grants Panel;
- (2) the recommendation made by the Exeter Community Forum Grass Roots Panel which met on the 25 May to review applications/ Expressions of Interest for Community Builders for the following areas (all roles to be part-time). Areas are based on community defined areas, not current ward boundaries:
  - Newtown and St Leonards \*
  - Pinhoe \*
  - Wonford \*
  - Alphington
  - Heavitree
  - Beacon Heath
  - Whipton
  - Digby
  - St Thomas \*
  - Newcourt & Countess Wear \*
  - St David's
  - Exwick \*

The areas that are starred have an existing community builder role (1 day per week) funded through Integrated Care Exeter (ICE). The total amount that will be invested in this work over the next five years is £610,000, made up of £300,000 New Homes Bonus and £310,000 Neighbourhood CIL;

- (3) the recommendation made by the Grass Roots Grants panel that a Host Organisation should be appointed to manage the Community Builder roles for Exeter with reporting arrangements to the Exeter Community Forum steering group. This role includes the employment and management of all staff related to the roll out of community builders across Exeter; and
- (4) delegated powers be given to the Portfolio Holder for Health & Wellbeing, Communities and Sport in consultation with the Chair of the Exeter Community Forum and Programme Manager for Communities should there be a need for adjustment to:-
  - a) areas covered by the Community Builder roles, and
  - b) awarding of the grant to a host organisation to employ and manage the Community Builder programme.

**FREEDOM OF THE CITY**

The Corporate Manager Democratic and Civic Support presented the report setting out a proposal to offer the Freedom of the City to Mr Rob Baxter in recognition of his outstanding services to the field of sport (particularly Rugby Union) which had led to Exeter's name being known around the world as one which supports sport. This was particularly pertinent now following the Exeter Chiefs becoming Aviva Premiership Champions 2017.

Members supported this award to recognise Mr Rob Baxter achievements.

**RECOMMENDED** to Council that in accordance with Section 249 of the Local Government Act 1972, an Extraordinary meeting of the Council be arranged, on the rising of the Ordinary meeting of the Council on 25 July 2017, to consider granting the Freedom of the City to Mr Rob Baxter.

**APPOINTMENT OF OUTSIDE BODIES**

The report of the Corporate Manager Democratic and Civic Support was submitted to appoint Members to serve on outside bodies. Members were advised that should it be necessary to re-appoint representatives during the course of the year it was proposed to grant delegated powers to the Corporate Manager Democratic and Civic Support to appoint representatives in consultation with the Group Leaders.

**RECOMMENDED** to Council that:-

- (1) appointments be made to those outside bodies as set out in the Appendix; and
- (2) the Corporate Manager Democratic and Civic Support be granted delegated authority, in consultation with the Group Leaders, to appoint, when necessary, representatives to outside bodies during the course of the Municipal Year.

**COMMITTEE MEMBERSHIP**

The Leader advised that, in accordance with the Constitution, Councillor Wood would replace Councillor Foale on the Strata Joint Scrutiny Committee.

**PROPOSAL TO COMMENCE LEISURE COMPLEX AND SWIMMING POOL AND BUS STATION**

The Deputy Chief Executive presented the report which sought a recommendation for the allocation of an additional £0.62m for the bus station and £7.05m for the leisure centre to develop a new leisure complex and bus station. The proposals also sought that, if the overall budget of £39.92m was agreed by Council, the Deputy Chief Executive be authorised to enter into a written contract with the successful tenderer.

Members were advised that when the tenders were received at the end of last year they were in excess of the current budget of £32.25m. During the last six months the design team had been working to identify areas of value of engineering and where necessary to redesign aspects of the buildings to deliver the project within a more attainable tender sum. Members had three options in the report with the

preferred option being, option two. This would result in an increase of the current budget of £7.67m, from £32.25m to £39.92m. The additional funding included £1.4m from Section 106 receipts and £6.27m of borrowing, this would be covered by the anticipated income generated from the Leisure Complex.

The Leader commented that major projects all over the country were now coming in over budget but it was important for the city that this proposal went ahead.

The Portfolio Holder for Health & Wellbeing, Communities and Sport thanked the team that had been working diligently over the past few months to get to this position. He asked that, prior to Extraordinary Council next week, Members study the paperwork and speak to the team should they have any questions to enable a full and informed debate to take place at that meeting.

The minutes of the Leisure Complex and Bus Station Programme Board of 10 July 2017 were circulated and noted.

**RECOMMENDATION** - see minute 73 below.

72 **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 the following items on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 in respect of minute 73 below, and paragraphs 1,2, 3 and 4 in respect of minutes 74, 75 and 76 below, of Part 1, Schedule 12A of the Act.

73 **PROPOSAL TO COMMENCE LEISURE COMPLEX AND SWIMMING POOL AND BUS STATION**

The Deputy Chief Executive presented the report seeking final approval for the development of the new leisure complex, St Sidwell's Point and the new bus station, and to seek approval for the additional funding to undertake the project as one construction contract and to enter into contract with the successful tenderer.

Member's attention was drawn to the tender return figures, the build costs and the three options.

The minutes of the Leisure Complex and Bus Station Programme Board of 10 July 2017 were circulated and noted.

**RECOMMENDED** to Council to approve:-

- (1) the allocation of an additional £0.62 million for the bus station and £7.05 million for the leisure centre to develop a new leisure complex and bus station; and
- (2) that once the overall budget of £39.92 million is agreed by the Council, the Deputy Chief Executive be authorised to enter into a written contract with the successful tenderer prior to the commencement of any works on site.

(In accordance with Standing Order no.43, Councillor Leadbetter requested that his voting against this recommendation be recorded)

### **HOUSING NEEDS RESTRUCTURE**

The Deputy Chief Executive presented the report on introducing the draft business case in respect of a restructure of the Housing Needs Team.

Members were advised that a review of staff had been done in order to respond to changing national and local circumstances. The proposed restructure would allow the Council to provide holistic responses to housing needs and make the best of the temporary accommodation options. The report sought Members agreement to proceed to the formal consultation process, after which the responses would be reviewed and any applicable changes made and brought back for Executive to consider later in the year.

The Portfolio Holder for People supported the report.

**RESOLVED** that:-

- (1) the draft business case be approved, so that consultation with employees and trade unions could commence;
- (2) the actions being taken to respond to the Homelessness Reduction Act be noted; and
- (3) the review of the post of Joint Housing Needs Lead to be undertaken over the next six months be noted. Teignbridge District Council were currently employing this post and seconding the staff member to Exeter City Council.

### **REVIEW OF STAFFING IN PUBLIC REALM**

The Interim Director Public Realm presented the report on approving the implementation of changes to the structure and terms and conditions of posts in Public Realm in compliance with the Management of Organisational Change/Redundancy policy.

**RESOLVED** that the following be approved:-

- (1) an additional 12 month fixed-term Grade 7 post of Compliance and Performance Officer to embed essential working practices within the Public and Greenspaces Team;
- (2) the deletion of one Team Leader post and the creation of a new post of Team Leader (Belle Isle) to meet requirements identified in a recent Health and Safety Report on the Belle Isle Depot;
- (3) the regrading of a vacant Grade 3 Public and Green Space Operator post to create an additional Grade 5 Assistant Operations Co-ordinator post in the Public and Greenspaces Team; and
- (4) the creation of an additional 12 month fixed-term Grade 5 post of Tree Officer (Housing) in the Business and Commercial Operations Team to ensure delivery of Housing tree management for 2017/18.



## STAFFING WITHIN ARTS AND EVENTS

The Economy and Enterprise Manager presented the report reviewing and changing staffing levels within Arts and Events to address a forthcoming retirement within the service.

Members were advised of the proposals to create an Events Manager, two year funding of £20,000 per year to the Exeter Cultural Partnership, the management of Core Arts and Small Arts Grants and the establishment of a small panel to include the Portfolio Holder for Economy and Culture to process these grant applications.

The Portfolio Holder for City Transformation, Energy and Transport welcomed this proposal and commented that it was important that the Arts and Culture were supported in the city.

Members recorded their thanks for the all the hard work and dedication of the Arts and Events Manager and Assistant.

### **RESOLVED** that:-

- (1) the business case for a restructure of Arts and Events, as set out in this report be approved and the Economy and Enterprise Manager be authorised to proceed to the first consultation stage in accordance with the Exeter City Council Management of Organisational Change Policy;
- (2) one post be made redundant as a result of the changes proposed within this report, that of the Arts and Events Assistant;
- (3) an annual grant of £20,000 for 2 years (out of the existing Arts and Events revenue budget) be approved to enable the Exeter Cultural Partnership to take on the lead on the strategic direction of arts across the city; and
- (4) a one off grant funding (out of the existing Arts and Events revenue budget) for an event organiser with the purpose of upscaling existing events or introducing new events to Exeter be approved. The purpose of grant funding will be to plug any gaps to provide a year round programme of engaging events which attracts additional visitors to the city, raises the profile of Exeter and works to the vision and priorities of the Exeter Cultural Partnership and Visit Exeter as well as working to the purpose of "Provide great things for me to see and do";
- (5) Members thanked the Arts and Events Manager for her 100% dedication and commitment to the role in delivering major events in Exeter.

(The meeting commenced at 5.30 pm and closed at 6.20 pm)

Chair

**The decisions indicated will normally come into force 5 working days after publication of the Statement of Decisions unless called in by a Scrutiny Committee. Where the matter in question is urgent, the decision will come into force immediately. Decisions regarding the policy framework or corporate objectives or otherwise outside the remit of the Executive will be considered by Extraordinary Council on 19 July 2017 or Council on 25 July 2017.**