

EXECUTIVE

Date: Tuesday 5 September 2023

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 Mark Devin, Democratic Services Manager on 01392 265477.

Entry to the Civic Centre can be gained through the rear entrance, located at the back of the Customer Service Centre, Paris Street.

Membership -

Councillors Bialyk (Chair), Wright (Deputy Chair), Denning, Foale, Morse, Parkhouse, Pearce, Williams, R and Wood

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 approve and sign the minutes of the meeting held on 27 June 2023.

(Pages 3 -
14)

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

It is considered that the Committee would be unlikely to exclude the press and public during consideration of any of the items on the agenda, but if it should wish

to do so, the following resolution should be passed:-

RECOMMENDED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the consideration of the particular item(s) on the grounds that it (they) involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1, Schedule 12A of the Act

5 **Questions from the Public Under Standing order No. 19**

To receive questions relating to items on the Agenda from members of the public and responses thereto.

Details of questions should be notified to the Democratic Services Manager by 10.00am at least three working days prior to the meeting. Further information about speaking at a committee can be found here: [Speaking at a Committee](#)

6 **Review of the Corporate Risk Register**

To consider the report of the Director Finance.

(Pages 15
- 26)

7 **Council Tax Exemption for Care Leavers**

To consider the report of the Director Finance.

(Pages 27
- 40)

8 **Members Training**

To consider the report of the Director Corporate Services.

(Pages 41
- 52)

Date of Next Meeting

The next scheduled meeting of the Executive will be held on **Tuesday 3 October 2023** 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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EXECUTIVE

Tuesday 27 June 2023

Present:

Councillor Bialyk (Chair)

Councillors Wright, Denning, Foale, Morse, Parkhouse, Pearce, Williams and Wood

Also present:

Councillor Jobson (as an opposition group Leader)

Councillor K. Mitchell (as an opposition group Leader)

Apologies:

Councillor D. Moore (as an opposition group Leader).

Also present:

Director of City Development, Director of Culture, Leisure and Tourism, Deputy Chief Finance Officer, Benefits & Welfare Lead, Asset Management Lead and Democratic Services Manager

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MINUTES

The minutes of the meeting held on 6 June 2023, were taken as read, approved and signed by the Chair as a correct record.

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DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interests were made.

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QUESTIONS FROM THE PUBLIC UNDER STANDING ORDER NO. 19

No questions from members of the public were received.

66

OVERVIEW OF GENERAL FUND REVENUE BUDGET 2022/23

The Executive received the report which advised Members of the overall financial position of the General Fund Revenue Budgets for the 2022/23 financial year. The report also sought approval for the General Fund working balance, a number of supplementary budgets and the creation of new earmarked reserves.

Members noted the difficult cost pressures to the Council during the financial year, which included higher energy costs and the Staff Pay Award. Members were referred to the Section 151 comments in the report and noted that the Council had balanced the budget for 2022/23 and it was possible to transfer £629,000 to the General Fund working balance at year end.

There were several supplementary budgets requested for the following financial year which totalled £6.4 million, which most had funding already in place. However, £1.807 million would be required to be met from the General Fund working balance. Although, there would be no significant impact on the Medium Term Financial Plan, it was forecast that reserves would be reduced to the minimal level by 2024/25.

Members were advised that the minimal level for the General Fund working balance, the Council had agreed to maintain a balance of no less than £3 million as

a contingency against financial risks. The largest area of risk related to income under budgeted levels, notably for car park and business rate income, which would require close monitoring.

The Deputy Chief Finance Officer, in responding to the Leader's question, advised that the £6.4 million supplementary budgets requested predominantly represented underspends in the 2022/23 financial year, which could include unspent grant funding or approved revenue budgets, many of which would go into earmarked reserves, and could be used to support the supplementary funding requests.

Councillor Jobson, as an opposition group leader, had submitted questions, which were tabled at the meeting and appended to the minutes.

Councillor M. Mitchell, as an opposition group leader, spoke on this item and enquired to what extent was this a typical or non-typical financial year for the Council?

In response to the question, the Deputy Chief Finance Officer advised that it had been a difficult year financially and would like to say it was exceptional, but unfortunately there were likely to be continued funding pressures for 2023/24 such as the pay award. However, any issues arising would be reported to Members as part of the quarterly monitoring reports.

RECOMMENDED that Council notes and approves (where applicable):-

- 1) the net transfer of £12,346,956 from Earmarked Reserves as detailed in paragraph 8.11 of the report;
- 2) the supplementary budgets of £6,447,320 and budget transfers as detailed in paragraph 8.13 of the report;;
- 3) the Earmarked Reserves at 31 March 2023;
- 4) the Council Tax account and collection rate;
- 5) the outstanding sundry debt, aged debt analysis and debt write-off figures;
- 6) the creditors payments performance;
- 7) the General Fund working balance at 31 March 2023 at £6,151,289, having taken into account the overall financial position of the Council; and
- 8) the One Exeter programme update.

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GENERAL FUND CAPITAL MONITORING 2022/23 AND REVISED CAPITAL PROGRAMME FOR 2023/24 AND FUTURE YEARS

The Executive received the report on the overall financial performance of the Council for the 2022/23 financial year in respect of the annual capital programme. The report also sought approval of the 2023/24 revised capital programme, which included the commitments carried forward from 2022/23.

Members noted that at the start of the last financial year, a Capital Programme of £131 million had been approved by Council. The total outturn spend was £59 million which included £44 million for the acquisition of the Guildhall Shopping Centre.

Particular reference was made to:-

- delivering the Capital Programme had been challenging, due to wider economic conditions and issues related to contractor availability, labour shortages and higher tender prices;
- much of the Capital programme had been requested to be carried forward and would be financed from borrowing;

- there would be a challenge going forward due to interest rates rising, resulting in additional borrowing costs. Short term borrowing may be required during the year depending on how much of the Capital Programme is spent;
- several play areas had now received enhancements, which were set out in the report; and
- a number of additional Capital budgets had been requested for 2023/24, which were fully funded and did not require any borrowing.

Councillor Jobson, as an opposition group leader, had submitted questions, which were tabled at the meeting and appended to the minutes.

Councillor M. Mitchell, as an opposition group leader, spoke on this item. He welcomed the £6.3 million for carbonisation at the RAMM and Riverside Leisure Centre and enquired whether it was a fixed amount and if there was a risk for long term closure?

The Director of Culture, Leisure and Tourism advised that a bid had been successful and the process going forward was to look at the financial implications and operational options for both buildings. A working group would address these issues and a report would be brought to the Executive in due course.

RECOMMENDED that Council approves:-

- (1) the overall financial position for the 2022/23 Annual Capital Programme; and
- (2) the amendments and further funding requests to the Council's Annual Capital Programme for 2023/24.

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2022/23 HRA BUDGET MONITORING REPORT - OUTTURN

The Executive received the report which advised on the major differences, by management unit, between the approved budget and the outturn for the financial year up to 31 March 2023 in respect of the Housing Revenue Account and the Council's new build schemes.

Although the HRA had faced similar reported financial challenges relating to the Pay Award and higher energy and inflation costs, there had been an improved financial position for the HRA, relating to the higher interest rate earned from the HRA balances. The balances included the HRA working balance, the major repairs reserve balance and HRA capital receipts balance.

Particular reference was made to

- the HRA Capital Programme, which had spent £13.6 million with £10.3 million spent for improvement to existing housing stock and £3.3 million for new housing projects;
- higher interest rates were a challenge for future project viability, and new build projects were likely to struggle to cover borrowing costs
- at year end, the HRA had a balanced budget and maintained its working balance of £4 million as a contingency against financial risk.

Councillor Jobson, as an opposition group leader, had submitted questions, which were tabled at the meeting and appended to the minutes.

The Portfolio Holder for Council Housing Development and Support Services welcomed the report and noted the new funding for decarbonisation. She also

highlighted that the Council had won two awards for the South West Landlord of the year and for the best Decarbonisation project in the South West.

The Leader also welcomed the awards and advised on the recent awards received for Edwards Court and St. Sidwell's Point.

RECOMMENDED that Council notes and approves (where applicable):-

- 1) the supplementary budget of £300,000 as detailed in paragraph 8.5 of the report;
- 2) the HRA financial position for 2022/23 financial year;
- 3) the revision of the HRA Capital Programme to reflect the reported variations detailed in Appendix 3 of the report; and
- 4) the Social Housing Decarbonisation Fund capital project as detailed in paragraph 8.14 of the report.

69

TREASURY MANAGEMENT 2022/23

The Executive received the statutory report on the current Treasury Management performance for the 2022/23 financial year and the position regarding investments and borrowings at 31 March 2023.

Particular reference was made to:-

- lower levels of required borrowing and in-year Capital Expenditure, meant that the Council had paid significantly less interest than was expected;
- due to the higher interest rates, the Council had earned more interest from investments; and
- a Section 114 notice had been issued by Woking Borough Council and the £5 million invested with them had been refunded back to Exeter City Council.

Councillor M. Mitchell, as an opposition group leader, spoke on this item and enquired on how flexible could the Council be in regards to borrowing and investing with increased market rates.

In responding, the Deputy Chief Finance Officer advised that Treasury Management practices are managed in accordance with the Prudential Code for Capital Finance, which provides a level of flexibility for the Council but we need to consider security, liquidity and then yield.

RECOMMENDED that Council note the content of this report.

70

THE HOUSEHOLD SUPPORT FUND - SCHEME 4

The Executive received the report which sought Members' agreement for the dispersal of funding for the fourth Household Support Fund scheme, which was funded from the Department for Work and Pensions. The fourth scheme covered a 12 month period which allowed for a longer timeframe to provide more support to low income households during the cost of living crisis.

Particular reference was made to the three project approach outlined in the report:-

- to provide one-off support targeted at households identified through Council Tax Support records;

- running an application based scheme to reach customers identified as having a priority need where they could be individually identified from existing records; and
- providing a flexible scheme to allow any unspent funding to be allocated to individuals or groups needing extra support between January and March 2024.

Councillor M. Mitchell, as an opposition group leader, spoke on this item and enquired on the certainty that those in need would receive financial support?

In response to questions from Members, the Benefits & Welfare Lead advised:-

- the modelling for financial support was based on an extract from the Council Tax support case load and the figures were estimates based on the data held and could be subject to change;
- the scheme was modelled on a full spend by the end September 2023, and if there were no claims withdrawn, the 45% spending agreement with Devon County Council would be met;
- there were several agencies, who the Council worked with, which included various internal departments, who would support advertising the scheme. Engagement would also be undertaken with various charities, the food bank, and Devon County Councils networks; and
- the Council provided different payment methods to address different scenarios, which included vouchers which could be redeemed for cash at a Post Office, and using organisations which could provide shopping vouchers.

RECOMMENDED that Council approves the adoption of the proposed Household Support Fund – scheme 4 (HSF4), consisting of the following three projects:-

- (1) one-off support targeted at households identified through Council Tax Support records. Awards to be paid by cash voucher posted to customers by the end of September 2023, as detailed in paragraph 8.9 of the report;
- (2) an application based scheme for people with characteristics identified as having a priority need where households cannot be individually identified from existing records. Applications to open from October 2023 as detailed in paragraph 8.18 of the report; and
- (3) a flexible scheme allowing unspent funding to be allocated to individuals or groups needing extra support between January and March 2024.

71

ECONOMIC VULNERABILITY FUND

The Executive received the report which sought Member agreement for the dispersal of funding from the Economic Vulnerability Fund, which would operate in support with the Household Support Fund to provide additional care to low-income households where additional unmet needs were identified.

Particular reference was made to the use of redistributed underspent Covid wellbeing money, which had been returned from Devon County Council and would be used to support Household Support Fund scheme until March 2024. The priority groups for support were outlined in the report presented at the meeting.

During the discussion the Members welcomed the report and highlighted the importance in supporting residents who might have been missed in previous schemes. Members also welcomed advertising the fund to ensure residents were aware of it.

In response to a question from a Member, the Benefits & Welfare Lead confirmed that an application route would be communicated as soon as it was available.

The Portfolio Holder for Council Housing Development and Support Services expressed her thanks to the officers for the work that had been undertaken on bringing the Economic Vulnerability Fund forward.

RECOMMENDED that Council approves the adoption of the proposed Economic Vulnerability Fund scheme to provide crisis support to low income residents through to the end of March 2024.

72

REVIEW OF THE CORPORATE RISK REGISTER

The Executive received the report which advised Members of the Council's progress in delivering a new, updated Corporate Risk Register, which was linked to the Council's Strategic Priorities. A quarterly report would be presented to the Executive, but the Audit & Governance Committee would continue to ensure that there was a proper process to adequately manage the risks.

Particular reference was made to the work that would take place over the summer period. Directors would be consulting with their relevant Portfolio Holder's to refine the risks to ensure that the register was complete. The updated register would then be presented to the Executive in September 2023 and reported back on a quarterly basis.

RECOMMENDED that Council note the progress made in producing the new Corporate Risk Register.

73

REVISED LOCAL DEVELOPMENT SCHEME 2023

The Executive received the report on the revised Local Development Scheme which provided a scope and timetable for the preparation of Council planning policy documents, which included the emerging Exeter Plan (the new Local Plan) and other documents. Since the Local Development Scheme was approved in June 2021, work had been progressed and in keeping with statutory requirements, updates were being presented to Members.

Particular reference was made to:-

- the good progress that had been made in several key areas, which included the Exeter Local Plan, in which the first milestones of the plan had been achieved;
- the local plan engagement undertaken in late 2022, had exceeded all expectations of local planning policy, and had set a high standard for future consultation;
- work had been undertaken on the new Article 4 Direction, as well as a full review of the Community Infrastructure Levy (CIL);
- a new design code was being developed for the Water Lane area, which was a key priority for the Liveable Exeter initiative;
- the original budget and resources agreed in 2020 for the Local Plan did not include the broader range of new work being delivered;
- there was now a better understanding of complexity in delivering on the Brownfield sites and a report on resources for delivering on the key sites would be brought back the Executive in due course; and
- additional bench marking work on the Exeter Plan would be undertaken through joint working with other local authorities and partners.

Councillor M. Mitchell, as an opposition group leader, spoke on this item and enquired on when the Local Plan and Article 4 Directive documents would be brought back to Executive following consultation?

In response to a Members question, the Director of City Development advised that following consultation each item would be presented back to the Executive for consideration and the Local Plan would be presented to Council for adoption.

During the discussion the following points were made:-

- the consultation had been highly effective and demonstrated how the Council listened to residents and led to a lot of work being undertaken;
- the local plan was about defending green spaces and the challenge for identifying and freeing Brownfield sites was noted; and
- did the work on Water Lane cause any complications in relation to the redevelopment scheme?

The Portfolio Holder for City Development commented on the hard work of the planning policy team who were still finding solutions to issues with limited resources and noted that there were still areas of the Local Plan were being worked on. She also advised that the Article 4 Direction had been presented at an Executive Committee, earlier in the year.

RESOLVED that the revised Local Development Scheme (Appendix A of the report) be approved as the basis for preparing local planning policy.

74

WATER LANE COMPULSORY PURCHASE ORDER

The Executive received the report on the residential led redevelopment of the Water Lane area as one of the Liveable Exeter aspirations. Exeter City Council had been approached by the Water Lane Development Management Company as one of the major land promoters in the area to consider using a Compulsory Purchase Order Indemnity Agreement (CPOIA) to assemble two strategic land parcels needed for accessing the Water Lane site to enable redevelopment for a residential led mixed use waterside development which aligned with Liveable Exeter principles.

The report requested CPO powers to acquire and simultaneously dispose of land and properties to the land promoter on regeneration grounds, whilst also agreeing the principle of dedicating to Highways or disposing the northern tip of the Council's Exton Road Depot Material Recycling Facility.

Particular reference was made to:-

- the report was seeking approval to potentially use CPO powers to dedicate a small piece of land with limited operational value to assist in the regeneration of Water Lane;
- the Council was working with the Water Lane Development Management Company to deliver new infrastructure to create a new access solution to the area centred around a reduced car neighbourhood;
- the disposal of the land, would create a new access route into the regeneration area, including improvements to the Willeys Avenue/ Water Lane junction, re-alignment of Tan Lane and the creation of a new service road. This would also enable Water Lane being converted into a pedestrian boulevard; and

- Water Lane was a complex site and was one of the Council's tools to work with the developer to open the site, which required a strategic approach, with limited financial or legal risk to the Council.

The Leader referred to the Equality Impact Assessment in relation to use of the CPO for Casting House, and what assurance could be provided, that discussions with tenants would take place and that there would be no forced removal.

The Director of City Development advised that the use of the CPO would be a last resort and due care would be taken throughout the process to ensure that Water Lane Development Management were doing everything possible to protect tenants, ensuring they were well informed and dealt with in a considered way.

Councillor Jobson, as an opposition group leader, had submitted questions, which were tabled at the meeting and appended to the minutes.

During the discussion the following points were made:-

- It was important to have due diligence in regards to the tenants and Housing and Lettings Officers could provide support to the tenants in finding new accommodation; and
- the report showed that the Council was not buying the whole site and were only facilitating a section of the land for the regeneration work.

In response to a Members question, the Director of City Development explained that the land would be dedicated to Devon County Council (DCC) to become a highway. Consultation work with DCC Highways had been taken throughout the process and they were fully supportive of the proposed plans for the site, but there was a contingency in place should DCC not proceed.

The Leader moved and was seconded by Councillor Wright, to amend to recommendation 2.3 to read as follows:-

- subject to the S151 Officer, in consultation with the Leader of the Council, being satisfied as to the financial standing of the party/parties providing the indemnity, delegate authority to the Director of City Development to enter into a Compulsory Purchase Order Indemnity Agreement ("CPOIA") and if necessary, a development agreement with the land promoter (and any other relevant third party) prior to undertaking any preparatory works in respect of a Compulsory Purchase Order to acquire the third-party proprietary interests identified in Appendix 1.

It was explained that the reason for the amendment was to ensure that the Leader was consulted prior to any Compulsory Purchase Order Indemnity Agreement being entered into.

RECOMMENDED that Council approve:-

- (1) that the City Surveyor, in consultation with the Leader, Director of City Development and the Director Finance (Section 151 Officer) be granted delegated authority to dedicate part of the Exton Road Depot Material Recycling Facility, as shown on the site boundary plan in Appendix 2 of the report, to Devon County Council for Highways use. Or, if necessary, and subject to the provisions of the subsidy Control Act 2022, dispose of the land (conditional on the underpass improvements works being commenced to adoptable standards) to the Water Lane Development Management Company

(or the relevant corporate vehicle), at less than best consideration but at a cost that covers the relocation of stored materials on the disposal site and the construction of an appropriate boundary treatment on the revised boundary line.

- (2) that in the event of a proposed less than best disposal, that the City Surveyor, in consultation with the Leader, (Section 151 Officer) and Director of City Development, be granted delegated authority to assess and, subject to compliance with relevant statutory provisions, agree an undervalue.

RESOLVED that:-

- (3) subject to the S151 Officer, in consultation with the Leader of the Council, being satisfied as to the financial standing of the party/parties providing the indemnity, that the Director of City Development be granted delegated authority to enter into a Compulsory Purchase Order Indemnity Agreement (CPOIA) and if necessary, a development agreement with the land promoter (and any other relevant third party) prior to undertaking any preparatory works in respect of a Compulsory Purchase Order to acquire the third-party proprietary interests identified in Appendix 1 of the report;
- (4) subject to resolution (3), that the Director of City Development be granted authorisation to take all necessary steps to secure the making, submission, confirmation and implementation of a Compulsory Purchase Order to acquire the third-party proprietary interests identified in Appendix 1 of the report;
- (5) the Director of City Development be granted authorisation to issue all relevant notices and certificates in connection with the making, confirmation and implementation of any Compulsory Purchase Order;
- (6) the City Surveyor be granted authorisation to acquire third party proprietary interests by private treaty negotiation;
- (7) the City Surveyor be granted authorisation to dispose of any third party proprietary interest acquired pursuant to the Compulsory Purchase Order to WLDMC (or the relevant corporate vehicle) in accordance with terms to be agreed and subject to compliance with relevant statutory provisions;
- (8) the Director of City Development be granted authorisation to make General Vesting Declarations (GVDs) under the Compulsory Purchase (Vesting Declarations) Act 1981 and/or serve notices to treat and notices of entry (if required) following confirmation of a Compulsory Purchase Order by the Secretary of State;
- (9) the Director of City Development be granted authorisation to issue and serve any warrants to obtain possession of property acquired by the Council following the execution of a General Vesting Declarations or service of a notice of entry if it was considered appropriate to do so; and
- (10) the City Surveyor be granted delegated authority to agree the final terms for the disposal of the strip of land at Exton Depot and the final terms of the Compulsory Purchase Order Indemnity Agreement, subject to compliance with relevant statutory provisions.

The Executive received the proposal to offer the position of Honorary Alderman of the City to Mrs Yolonda Henson in recognition of her outstanding service to the Council.

Members noted that the term of office for Mrs Henson amounted to 39 years, and therefore met the necessary length of service criteria. Mrs Henson has also held a number of positions, including that of Lord Mayor of the City and had provided exceptional service during her terms of office.

The Leader advised on the nomination criteria, and highlighted that group leaders would be requested to submit any nominations, for the position of Honorary Alderman of the City, in which they considered met the criteria for nomination.

RECOMMENDED that in accordance with Section 249 of the Local Government Act 1972, the Right Worshipful the Lord Mayor be requested to convene an Extraordinary meeting of the Council, on the rising of the Ordinary meeting of the Council on 18 July 2023, to consider granting the position of Honorary Alderman of the City to Mrs Yolonda Henson.

76 **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's 1,2 and 3 of Part 1, Schedule 12A of the Act.

77 **VAUGHAN ROAD DEVELOPMENT SITE**

The Executive received the report on the Vaughan Road development site to develop 91 homes. The first phase (phase A) of the scheme was approved at Executive on 7 February 2023 and was underway to deliver the first 35 homes. In order to address ongoing viability challenges for the final 2 phases of the scheme commercial work had been undertaken to consider the cost for phases B & C, in delivering 56 new homes.

Particular reference was made to:-

- the first phase of the development had received a budget allocation of Right to Buy receipts and the requested allocation would come from HRA right to buy receipts;
- modelling had been based on current interest rates, and financial markets would be considered to minimise borrowing and refresh the viability model; and
- work was being undertaken with contractors on reducing costs and timing was critical to move the project forward.

Councillor Jobson, as an opposition group leader, had submitted questions, which were tabled at the meeting and appended to the minutes.

Councillor M. Mitchell, as an opposition group leader, spoke on this item, he enquired on the potential of the project not breaking even over a 50 year period, if interest rates rise.

Members welcomed the report and noted the risks related to cost rises impacting on the financial modelling, but acknowledged delays would impact on the development of the new homes.

RECOMMENDED that Council:-

- (1) note the content of the report and the funding arrangements to deliver phases B and C of the scheme;
- (2) approve a Capital Budget of £22 million to deliver phases B and C;
- (3) grant delegated authority to the Director Finance (Section 151 Officer) and the Director City Development in consultation with the Portfolio Holder for Council Housing Development and Support Services and the Leader of the Council, to finalise the most advantageous combination of borrowing, Homes England grant and Housing Revenue Account capital to successfully deliver the scheme; and
- (4) approve that notice be given to Exeter City Living Limited in accordance with the Development Agreement between Exeter City Council and Exeter City Living Limited to carry out and complete phases B and C of Development.

78

SOCIAL HOUSING DEVELOPMENT OPPORTUNITIES REPORT

The Executive received the report which brought together a number of development projects requiring funding for progression. Each project was outlined in the report with all projects requiring additional funding beyond that previously agreed in order to deliver completed schemes.

Members were advised that there were six projects and the first project outlined in the report was seeking additional funding for completion. The remaining projects were in development and waiting implementation.

Councillor Jobson, as an opposition group leader, had submitted questions, which were tabled at the meeting and appended to the minutes.

The Leader requested, going forward, that a means of redacting reports be undertaken, to ensure the projects were presented in the public domain to make residents aware of the work being carried out.

The Leader moved and was seconded by Councillor Wright, to amend recommendation 2.4 in the report to read as follows:-

That the decision is delegated to the Director Finance (S151 Officer), and the Director City Development in consultation with the Leader of the Council, to finalise the most advantageous combination of borrowing, capital and S106 commuted sums and allow for the capital borrowing to be undertaken at the most beneficial moment for the Council.

RECOMMENDED that Council:-

- (1) note the content of the report and the funding arrangements to move the various schemes forward;
- (2) approve a budget totalling £2.5 million to deliver the final phase of the Laings project, including the purchase of one privately owned property;
- (3) approve a budget totalling £1,250,000 to progress the schemes (Chestnut Avenue, Lower Wear Road, Clifford Close and Build Up) to the next work stage as reported at the meeting;
- (4) agrees that the repurposing of the Rennes House refurbishment budget be used for the redevelopment design and site investigations work for Rennes House, as approved at Council on 22 February 2022; and

- (5) grant delegated authority to the Director Finance (Section 151 Officer) and the Director City Development in consultation with the Leader of the Council, to finalise the most advantageous combination of borrowing, capital and S106 commuted sums and allow for the capital borrowing to be undertaken at the most beneficial moment for the Council.

79

PROPOSALS REGARDING STAFFING AT RAMM

The Executive received the report the proposals regarding staffing at the Royal Albert Memorial Museum and Art Gallery (RAMM). This followed work undertaken on making savings from Exeter City Council's revenue contribution, whilst maintaining an outstanding service and delivering its business plan. The report set out a restructure at RAMM in order to make the required savings whilst maintaining the National Portfolio Organisation delivery plan.

Particular reference was made to the requirement to make a saving at the RAMM, whilst still maintaining its high level of service. The RAMM also received an annual grant of £618,000 per annum from Arts Council England, a result of its National Portfolio Organisation (NPO) status. The proposed restructure would make the required savings with the best chance of maintaining the NPO delivery plan and allowing the museum to remain one of the most valued city museums in the country.

Councillor M. Mitchell, as an opposition group leader, spoke on this item and enquired if the Unions had been consulted as part of the consultation?

The Director of Culture, Leisure and Tourism advised that process had been undertaken in line with the Council's Organisational Change Management policy.

Members welcomed the report and highlighted the good work and reputation of the RAMM and reputation of the staff.

The Portfolio Holder for Culture and City Centre Strategy clarified that the report was addressing a restructure of staffing at the RAMM and was not making redundancies.

RECOMMENDED that Council, on the grounds of service efficiency approve the redundancy and pension strain related to the restructure at the RAMM.

(The meeting commenced at 5.30 pm and closed at 6.55 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 Council on 18 July 2023.

REPORT TO EXECUTIVE

Date of Meeting: 5th September 2023

Report of: Director Finance

Title: Review of the Corporate Risk Register

Is this a Key Decision?

No

Is this an Executive or Council Function?

Risk management is a Council function.

Risk Management is an important element of the council's Code of Corporate Governance.

Regular monitoring of the council's corporate risks helps to ensure that the council's business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for and used economically, efficiently and effectively.

1. What is the report about?

1.1 The report advises the committee of the council's risk management progress and presents the revised Corporate Risk Register (Appendix A), which has been linked to the Council's Strategic Priorities.

2. Recommendations:

2.1 That the Executive agrees to receive a report on the Corporate Risk Register once a quarter to and proposes any necessary actions to help mitigate the risks for which it is responsible.

2.2 That the Executive notes the revised Risk Register at Appendix A and members assure themselves that the mitigations proposed appropriate to address the risks identified.

3. Reasons for the recommendation:

3.1 To ensure that the risks associated with meeting the Council's strategic priorities are properly considered, managed and monitored.

4. What are the resource implications including non-financial resources

4.1 The Executive and, Directors and Senior Managers, as appropriate, are asked to review the Corporate Risk Register on a quarterly basis. The register is reviewed quarterly by the Strategic Management Board.

4.2 Any actions agreed to mitigate the risks identified in the Corporate Risk Register may result in some resource implication. These would be subject to a specific report and the resource implications would be considered in that report.

5. Section 151 Officer comments:

5.1 SMB and the Executive have produced an agreed new register based on the Councils Corporate Priorities. A new summary page has been added setting out the level of intervention required and the impact of failing to address the risk.

6. What are the legal aspects?

6.1 Risk Management is an essential management tool in order to manage, assess and prioritise risks. Members will note the content of this report and the attached updated Corporate Risk register which identifies risk to the Council.



7. Monitoring Officer’s comments:

7.1 The Corporate Risk Register (CRR) sets out the “across the board” risks that could threaten the Authority's core business and the way it operates. Risk management is an important aspect of our organisation’s corporate governance responsibilities enabling the application of appropriate control measures as necessary to manage and minimise emerging risks.

8. Report details:

8.1 In light of a review of the council's approach to risk management, the Corporate Risk Register (Appendix A) has been revised following a workshop facilitated by the Council’s insurers, Zurich. The risks identified in the revised Corporate Risk Register link to the Council’s Strategic Priorities. As part of the Council’s Improvement Programme, the Strategic Management Board has reviewed the council’s approach to risk and propose that the Corporate Risk Register should be presented to Executive to provide assurance that the appropriate mitigations are in place. The council’s Audit & Governance Committee will continue to have a role in ensuring that the council has a robust process in place for identifying and mitigating risks.

8.2 Each risk is assed against the following matrix, assessing the likelihood and impact before and after mitigation.

 Likelihood	4	4	8	12	16
	3	3	6	9	12
	2	2	4	6	8
	1	1	2	3	4
		1	2	3	4
		Impact 			

8.3 The Risk Register will include a new summary page, which will enable Members to see the scope of the corporate risks in one straightforward table.

8.4 Alongside each risk on the summary page, there is a table, which sets out an assessment of the resources required to manage the risks under the themes of Time, Financial, People and Assets. This will allow for an assessment of the resources required to mitigate each risk to an acceptable level allowing members to determine if the resources required are deliverable and achievable.

8.5 In addition, the summary page will include an assessment of how the risks will affect a range of drivers. The drivers are set out below and look at the impact of failing to deliver the corporate priorities and failure in each of the four pillars.

Political	Financial	Reputational	Regulatory	Legal	Compliance	Community
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8.6 The two tables above use Very high, High, Medium, Low and Very Low to assess the resources required and the risk drivers.

8.7 The Final Column will assess the Council’s risk appetite, whether it is open to risk, more cautious or even risk averse.

9. How does the decision contribute to the Council’s Corporate Plan?

9.1 Good governance contributes to the Council’s purpose of a “Well Run Council”.

10. What risks are there and how can they be reduced?

N/A

11. Equality Act 2010 (The Act)

11.1 Under the Act’s Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people’s needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

11.2 In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

11.3 In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because: because

11.4.1 The report is for information only

11.4.2 Actions to mitigate the risks identified in the Corporate Risk Register may result in some future impact, however, any actions proposed would be subject to a specific report and the impacts would be considered in that report.

12. Carbon Footprint (Environmental) Implications:

12.1.1 No direct carbon/environmental impacts arising from the recommendations.

12.1.2 Actions to mitigate the risks identified in the Corporate Risk Register may result in some future impact, however, any actions proposed would be subject to a specific report and the impacts would be considered in that report

13. Are there any other options?

N/A

Director Finance, Dave Hodgson

Author: Audit Managers

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

Background papers used in compiling this report:-

None

Contact for enquires:
Democratic Services (Committees)
Room 4.36
01392 265275

Review: Apr-23

Reference	Category	Corporate Plan Alignment Area	Risk Description	Risk Scoring		Target Date
				Inherent	Residual	
1	Strategic	Net Zero Carbon City	Delivering against the key challenges in the Net Zero Carbon City section of the Corporate Plan.	16	16	Apr-30
2	Strategic	Healthy and Active City	Making progress towards a Healthy and Active City	12	6	Mar-25
3	Strategic	Leading a Well-run Council	Adapting the council workforce to ensure appropriate skills and experience	9	6	Jan-23
4	Strategic	Leading a Well-run Council	Maintaining the Financial Sustainability of the Council	16	8	Feb-24
5	Strategic	Leading a Well-run Council	Maintaining the Council's Property and Infrastructure Assets	16	12	Feb-24
6	Strategic	Housing and Building Great Neighbourhoods	Delivering Housing and Building Great Neighbourhoods and Communities	16	16	Mar-25
7	Strategic	Thriving Culture and Heritage	Maintaining a thriving Culture and Heritage sector	9	2	Mar-26
8	Strategic	Prosperous Local Economy	Delivering against the key challenges in the 'Prosperous Local Economy' section of the Corporate Plan.	12	9	Mar-24
9	Strategic	Leading a Well-run Council	Progressing the design and delivery of a corporate Customer and Digital Strategy	16	12	Mar-24

Internal				External							Risk Appetite Rating
Resources				Risk Drivers for Appetite							
Time	Financial	People	Assets	Political	Financial	Reputational	Regulatory	Legal	Compliance	Community	
High	High	High	High	Very High	Low	Very High	Very Low	Very Low	Low	High	Cautious (M)
Medium	Medium	High	High	Very High	Low	Very High	Low	Low	Low	High	Open to Risk (H)
Medium	High	Low	Very Low	Very High	Very High	Very High	Medium	Medium	Medium	Very High	Open to Risk (H)
High	Low	High	Very Low	Very High	Very High	Very High	Very High	Very High	Very High	Very High	Cautious (M)
Very High	Very High	High	Very High	Medium	Very High	High	High	Very High	Very High	Very High	Cautious (M)
Very High	High	Medium	Low	Very High	High	Very High	High	High	High	Very High	Open to Risk (H)
Medium	High	High	Medium	High	High	Medium	High	Low	Low	Medium	Cautious (M)
Low	Low	Low	Low	Very High	Very High	High	Medium	Low	Low	Very High	Open to Risk (H)
High	High	High	High	Medium	High	Medium	Medium	Low	Low	Medium	Open to Risk (H)

Corporate Risk Register

					Review Month:			May 2023			
Ref	Date Risk Identified	Risk Owner	Inherent Risk			Mitigations & Controls	Residual Risk			Tracking notes and monitoring	Target Implementation Date
			L'hood	Impact	Risk Score		L'hood	Impact	Risk Score		
1	Delivering against the key challenges in the Net Zero Carbon City section of the Corporate Plan.										
	<p><u>The key challenges are:</u></p> <ul style="list-style-type: none"> GHG emissions in Exeter are on a downward trajectory with emissions down by a third from 2008 to 2019. However, this reduction is largely due to the reduction in the carbon intensity of the national electricity grid. There has been a 64% reduction in emission from the power sector (with most generation plant located outside Exeter) between 2007 and 2019. It is concerning that emissions from buildings and transport are exceeding targets set for 2020 and the lack of progress in these sectors, combined with growth in the city, will potentially lead to increases in emissions. Significant work to reduce emissions from buildings and transport will be required to deliver Net Zero for the City. <p><u>Potential Causes:</u></p> <ul style="list-style-type: none"> No resources within ECC assigned to Citywide Net Zero ambitions Financial pressures and the large costs of carbon reduction Behavioural challenges over influencing businesses and public Technical capability to deliver and limited solutions available on the market Lack of control over all stakeholders (businesses, visitors etc.) Political environment and acceptance of policy changes required Misalignment with UK and Devon Climate Plan Failure to engage with resident and business of Exeter to ensure solutions proposed meet real need. <p><u>Potential Impacts:</u></p> <ul style="list-style-type: none"> Exeter does not meet its citywide target of becoming Net Zero by 2030. 										
	November 2019	PH - Climate & Ecological Crisis Officer Lead: None Identified	4	4	16	We are working with the University and Devon County Council to support their work in this area and focusing on reducing our own carbon emissions. Our internal carbon net zero plan is now the subject of a separate risk register presented half yearly to the Audit & Governance Committee by the Corporate Energy Manager, Net Zero Team at the request of members.	4	4	16	May 2023: None.	Apr-30
Page 20	Making progress towards a Healthy and Active City										
	<p><u>Potential causes</u></p> <ul style="list-style-type: none"> Inability to deliver a cost neutral leisure service due to the financial nature of the service, cost of service delivery, and political aspiration of running a well run adequately funded service. Increasing socio-economic challenges and their impact on health inequalities and wellbeing with fuel poverty for example, resulting in reduced mental and physical wellbeing, with people in particular groups increasingly feeling isolated and unable to cope. Finding a sustainable funding model for Wellbeing Exeter, which we know makes a difference to the health and wellbeing of individuals and communities at a time of increasing pressure on public sector budgets. The ongoing risks to public swimming pools, gyms and leisure centres nationwide as a consequence of the Covid pandemic and increasing costs. The impact of the increasing cost of living, wage bill and energy on costs, whilst trying to keep costs to Exeter residents low. Responding to the post-pandemic impact on health inequalities and deprivation including a decrease in physical inactivity for those on low incomes or from culturally-diverse communities. <p><u>Potential Impacts:</u></p> <ul style="list-style-type: none"> Inability to deliver a cost neutral leisure service. Conflict between aspiration of delivering 'cost neutral' and political expectation to deliver a well run service. Wellbeing Exeter closure and significant impact on creating stronger communities Inequalities deepen across the city. Sport England don't continue to fund work - including capital development for Wonford Short term changes may not be sustainable 										
	May 2023	Portfolio Holder for Leisure and Physical Activity Officer Lead: Director for Culture, Tourism and Leisure	4	3	12	Sport England provide external funding until 2025 and possibly longer. Playing Pitch Strategy identifies opportunities SSP has increased leisure membership beyond 10,000 and provides the opportunity for wider reach. Built Facilities Strategy underway. Engagement with multiple stakeholders around delivery of Wellbeing Exeter. Strong defined and realistic commercial targets monitored regularly	3	2	6		Mar-25

						Review Month:			May 2023		
Ref	Date Risk Identified	Risk Owner	Inherent Risk			Mitigations & Controls	Residual Risk			Tracking notes and monitoring	Target Implementation Date
			L'hood	Impact	Risk Score		L'hood	Impact	Risk Score		
3	Adapting the council workforce to ensure appropriate skills and experience										
	<p><u>Potential Causes:</u></p> <ul style="list-style-type: none"> - Ageing workforce (half of staff over 50, considerable enough) - Difficulty to recruit into key areas - professional areas (planners, lawyers) - Empowerment, skills and engagement of managers to enable this change <p><u>Potential Impacts:</u></p> <ul style="list-style-type: none"> - Loss of experience - Increased spending on agency workers - Not having cost effective council services delivering the right outcomes - Service disruption - Cost of appeals / challenges across the council services - Increased stress / pressure on workforce 										
	June 2019	Corporate & Democratic Services and Environmental Health Officer Lead: Director Corporate Services	3	3	9	<ul style="list-style-type: none"> -Market supplement scheme in place -Retention scheme being worked on -New performance and development scheme to help with work force planning agreed by SMB. -Pay strategy review (working with the LGA) to be commence in 2024. -Employee wellbeing framework being progressed. -New behavioural framework agreed by SMB. - Apprenticeship opportunities for new and existing staff continue. - Robust review of essential skills and recruitment to enable employing part qualified staff and training them whilst working. - Improvements in people metric reporting to SMB (e.g age, gender, skills profiles) - Building on the agile and flexible program to work towards hybrid working to continue modernisation of working practices. -Creation of a staff think tank to consider how we might improve office work environment. - Business Partnering model allowing for greater collaboration between service areas and HR 	2	3	6	<ul style="list-style-type: none"> Market supplement scheme now formally codified in a policy. Draft retention scheme submitted to JCNC, but additional work required. New performance and development reviews to be formally launched in September 2023. New provider for our employee assistance programme recruited and launched in April 2023. New behavioral framework to be launched by 2024. Creative dream team (think tank) meeting fortnightly and progressing well. 	Jan-23

						Review Month:			May 2023		
Ref	Date Risk Identified	Risk Owner	Inherent Risk			Mitigations & Controls	Residual Risk			Tracking notes and monitoring	Target Implementation Date
			L'hood	Impact	Risk Score		L'hood	Impact	Risk Score		
4	Maintaining the Financial Sustainability of the Council										
	<p><u>Potential Causes:</u></p> <ul style="list-style-type: none"> - Inability to deliver £5.1m savings target over four year period (to 2027-28); - Inability to maintain Business Rates income at levels currently generated; - Policy, regulatory or legislative changes which are not fully funded from central govt; - Impact of high inflation, rising interest rates and other external economic factors; - Potential for Local Government Finance redistribution (including a reset of Business Rates); <p><u>Potential Impacts:</u></p> <ul style="list-style-type: none"> - Significant reductions required to Statutory Services, which become unable to function legally; - unable to balance budget, Government intervention required; - larger than anticipated reductions (in year or over longer term). - reduction in reserves below minimum level; - impacts on council services and therefore resident outcomes. 										
	January 2018	Leader of the Council Officer Lead: Director Finance	4	4	16	Detailed MTFP assessed and agreed with Members; - One Exeter plan agreed and being implemented with suitable governance arrangements in place; - Budget for 2023-24 agreed; - Significant investment in city centre regeneration (St Sidwell's point & bus station) including developing a new vision for the rest of the site which includes mixed use; - Appropriate level of unringfenced general fund reserves to protect against shocks; - Identify and bid for alternative sources of funding; - Lobby government for relaxation of council tax increase restrictions; - The Council has a clear strategy to address the savings required.	2	4	8	May 2023 - The MTFP has been rolled over and work has begun on reviewing the One Exeter Programme in the context of the updated Plan. Energy price inflation has started to ease and is expected to fall over the year before stabilizing. The Council will also benefit from the Change in VAT treatment for Leisure.	Feb-24

						Review Month:			May 2023		
Ref	Date Risk Identified	Risk Owner	Inherent Risk			Mitigations & Controls	Residual Risk			Tracking notes and monitoring	Target Implementation Date
			L'hood	Impact	Risk Score		L'hood	Impact	Risk Score		
5	Maintaining the Council's Property and Infrastructure Assets										
	<p><u>Potential Causes:</u></p> <ul style="list-style-type: none"> • Council owns 100 operational properties and 600 Commercial Properties as well as 28 Bridges, 50 Parks, 90 Play Areas Footpaths, Highways, walls and a River, Canal and other watercourses • Shortages of materials and labour causing delay and increased costs across the capital programme • Interest Rate rises causing the cost of borrowing to rise significantly • Additional Borrowing adds pressure to the financial stability of the Council. <p><u>Potential impacts:</u></p> <ul style="list-style-type: none"> • Increased costs to Council • Sheer number of assets extremely high for a District Council, potential to cause significant financial harm • Delay in all projects, predominantly the condition survey projects and HRA programme, leading to prolonged periods of buildings being below the standard the Council is aiming for 										
	August 2021	Leader of the Council Officer Lead: Director Finance	4	4	16	<ul style="list-style-type: none"> - Consider Programme of Asset rationalisation - Identify alternative sources of funding to reduce borrowing - Commercial Properties mainly let on a full repairing lease basis - Reviewed existing capital programme to defer and remove schemes. - Change of emphasis to internally borrow in the short term to offset interest rate rises. 	4	3	12	May 2023: Capital Programme has been reduced. This does not mitigate the risk of deterioration of assets, but manages the risk to the financial position. Targeted review of assets to determine value. Making review of long leases a priority to deliver further capital receipts	Feb-24

						Review Month:			May 2023		
Ref	Date Risk Identified	Risk Owner	Inherent Risk			Mitigations & Controls	Residual Risk			Tracking notes and monitoring	Target Implementation Date
			L'hood	Impact	Risk Score		L'hood	Impact	Risk Score		
7	Maintaining a thriving Culture and Heritage sector										
	<p><u>Potential Causes:</u></p> <ul style="list-style-type: none"> • Uncertainty around National Portfolio Organisations • To be seen by the Arts Council as 'Priority Place' against levelling up schematics • Moving from delivery to enabling and facilitation • Inability to create a flourishing night-time economy • A need to balance cultural ambition with the national funding picture and local financial challenges • A need to support Visit Exeter as a vital mechanism for promotion of our events, business and cultural offer. • Budget savings to address the medium term financial plan • UNESCO City of Lit working as a separate entity to the city, which is the designation holder. <p><u>Potential Impacts:</u></p> <ul style="list-style-type: none"> • Loss of NPO funding • Loss of wider impact of cultural regeneration of the city. • Inability to support night time economy • Inability to support cultural sector • Inability to deliver services including RAMM, Corn Exchange, Red Coats, Custom House, Underground Passages, Box Office • Non-renewal of UNESCO status • Reputational impact locally, nationally and internationally 										
Page 25	May 2023	Deputy Leader Officer Lead: Director Culture, Tourism and Leisure	3	3	9	Strong relationship with Arts Council England and stakeholders. New five year Cultural Strategy being developed with tangible deliveries. Significant cultural assets owned and run by the cultural sector. UNESCO City of Literature status awarded and monitored. Funding agreed with ACE until 2026 with Exeter's National Portfolio Organisations	1	2	2		Mar-26
	Delivering against the key challenges in the 'Prosperous Local Economy' section of the Corporate Plan.										
	<p>The key challenges are:</p> <ul style="list-style-type: none"> • Retention and recruitment, with some difficult-to-fill vacancies, which is stifling business growth. • A rise in residents becoming economically inactive, particularly those in the 50+ age groups. • Matching the learning and skills opportunities for residents with current and future job opportunities. • Low levels of graduate retention from the University of Exeter. • Levels of aspiration amongst our young people and limited awareness of opportunities. <p><u>Potential Causes:</u> Following budget reductions in April 2019 and the discretionary services review implemented in April 2023 there is no longer an economic development service or skills function. Both discretionary services have ceased and there is no officer resource or budget to progress this corporate priority.</p> <p><u>Potential Impacts:</u> The identified key challenges are not addressed.</p>										
	May 2023	Deputy Leader Officer Lead: Director Net Zero and City Management	3	4	12	We have worked with the University and Exeter College to enable them to take on more of a leading role in this area.	3	3	9		Mar-24
9	Progressing the design and delivery of a corporate Customer and Digital Strategy										
	<p><u>The key challenges are:</u> Digital technology has, and is continuing to change the way people live, connect and work. The Covid-19 pandemic has seen resident and customer expectations shift. Digital technology has evolved significantly and for most of us, digital technologies have become an essential part of our lives and we all want easy access to joined-up information and efficient secure services in the palm of our hand. People increasingly expect to interact with organisations wherever they like, whenever they like, on whichever device they have and on whatever channel they choose. With customer behaviour changing faster than ever, the task of digital transformation demands significant changes to people, processes and technology. We are currently lagging behind many other Councils in our development of digital services and how we engage with our customers to improve and develop them. We have identified this as a priority to address in the One Exeter programme. We are taking a strategic approach and will be launching a draft Customer Communication and Digital Services Strategy consultation alongside developing a digital road map in partnership with Strata our shared IT Company and our co-owners (Teignbridge and East Devon District Councils). Our key challenges are the pace and scale of transformation needed in business processes; functional and organisational structures; culture; skills and resources within the Council and also within and between Strat and our partners.</p> <p><u>Potential Causes:</u></p> <p><u>Potential Impacts:</u> Failure to agree and implement the required level of Corporate change will impact on the ability of the Council to deliver a balanced MTFP which requires transformational change in how are services are delivered. One Exeter requires staff working more effectively to meet increases in demand with higher costs and reduced income. Digital, integrated and automated services are essential to achieving the most cost-effective outcomes for customers.</p>										

						Review Month:			May 2023		
Ref	Date Risk Identified	Risk Owner	Inherent Risk			Mitigations & Controls	Residual Risk			Tracking notes and monitoring	Target Implementation Date
			L'hood	Impact	Risk Score		L'hood	Impact	Risk Score		
	May 2023	Leader of the Council Officer Lead: Director Transformation	4	4	16	Implementing a strategic, corporate approach to ICT, digital, automation and customer communication Deeper collaboration and development of shared approaches and services with Strata, Teignbridge and East Devon District Councils Implementing a single integrated transformation programme across the Council, with strong leadership from SMB and the Extended Management Team Breaking down service silos and introducing a customer-centric culture to underpin functional and structural integration across the Council Investing in updating technology resources and skills Implementing a strategic Corporate approach to ICT, digital, automation and customer communication	3	4	12		Mar-24

REPORT TO EXECUTIVE

Date of Meeting: 5 September 2023

REPORT TO COUNCIL

Date of Meeting: 17 October 2023

Report of: Director Finance

Title: Council Tax Exemption for Care Leavers

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

1.1 This report seeks members' agreement in principle support for a council tax exemption for care leavers up to age 25, looked after by Devon County Council

2. Recommendations:

2.1 That Executive RECOMMENDS to Council that agreement in principle be given for a council tax exemption for care leavers up to the age of 25 and looked after by Devon County Council, subject to a further report setting out all the implications including the financial impact on Exeter City Council.

3. Reasons for the recommendation:

3.1 Care leavers face the challenge of having to cope with the demands of living on their own at a young age: having to manage finances, maintain a home and manage their lives independently, without the support from families. Whilst not mitigating the impact of all of the disadvantages that care leavers have experienced, a council tax exemption can assist care leavers to overcome them.

3.2 Care leavers are a particularly vulnerable group for Council Tax debt. In Exeter, 64% of care leavers with a council tax liability, are in arrears.

3.3 By providing a discretionary council tax exemption, the Council will be providing financial support to care leavers whilst they develop independent lives and life skills.

3.4 In order to achieve a county wide ambition of a council tax exemption for care leavers aged 18 up to 25.

4. What are the resource implications including non-financial resources

4.1 Section 13A (1) (c) of the Local Government Finance Act 1992 (as amended) gives the Council discretionary powers to reduce the amount of Council Tax payable by an individual.

4.2 The latest information provided by Devon County Council confirms that there are 161 care leavers aged 18 – 24 living in Exeter of which 50 have a council tax liability. Of those 50, 35 are currently getting council tax support (CTS) up to a maximum of 80% of their liability, 12 are not getting any council tax support and 3 already qualify for a council tax exemption so have nothing to pay.

4.3 Calculating annual costs will depend on the policy that is finally agreed, however if discretionary awards were to be made for these 50 liabilities after national discounts such as single person discount, but before awarding any council tax support (CTS), then the cost to the Council would be £59,774 as at 15 August 2023.

4.4 If the discretionary awards were to be made after national discounts and after any entitlement to council tax support had been applied, then the cost to the Council would be £24,836 as at 15 August 2023.

4.5 Making awards under S13A (1) (c) is a general fund expense and so met solely by Exeter City Council however all s151s and their Revenues & Benefits Leads are meeting to discuss and agree how the exemptions will work which will inform the final policy put forward for Members' agreement.

5. Section 151 Officer Comments:

5.1 The success of the scheme relies on the information provided by Devon County Council being timely and accurate. The section 151 Officers from across the County will meet to agree a funding mechanism. If one is not agreed the full cost will fall on the City Council as the Billing Authority and Members will need to identify ways to fund the additional costs.

6. What are the legal aspects?

6.1 The Children and Social Work Act 2017 introduces corporate parenting principles, which comprise of seven principles that local authorities in England must have regard to whenever they exercise a function in relation to looked-after children or care leavers.

6.2 The corporate parenting principles are intended to secure a better approach to fulfilling existing functions in relation to looked after children and care leavers and for the local authority to facilitate as far as possible secure, nurturing, and positive experiences for looked after children and young people and enable positive outcomes for them.

6.3 The corporate parenting principles are:

- To act in the best interests, and promote the physical and mental health and wellbeing, of those children and young people;
- To encourage those children and young people to express their views, wishes and feelings;
- To take into account the views, wishes and feelings of those children and young people;
- To help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners;
- To promote high aspirations, and seek to secure the best outcomes, for those children and young people;

- For those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
- To prepare those children and young people for adulthood and independent living.

6.4 The national statutory guidance on the application of the corporate parenting principles to look after children and care leavers is designed to help local authorities consider the kinds of services that may be offered when having regard to the corporate parenting principles. It states the importance for all who exercise functions in relation to looked-after children and care leavers including those responsible for housing and council tax – to work together to ensure they have a more joined up approach.

6.5 Annexe 3 of that guidance sets out where consideration of corporate parenting principles should normally apply, and it includes functions of local government that are within the direct remit or control of district councils in a two-tier system, collection of council tax being one of those functions:

Table A: functions where consideration of corporate parenting principles should generally apply

	Shire areas			Metropolitan areas	London	
	Unitaries	County councils	District councils	Metropolitan districts	London boroughs	GLA
Education	✓	✓		✓	✓	
Social care	✓	✓		✓	✓	
Housing	✓		✓	✓	✓	
Libraries	✓	✓		✓	✓	
Leisure and recreation	✓		✓	✓	✓	
Local taxation collection	✓		✓	✓	✓	

6.6 The relevant legislation relating to council tax is set out in Section 13A (1) (c) of the Local Government Finance Act 1992, as amended by the Local Government Finance Act 2012, states the following:

(1) The amount of council tax which a person is liable to pay in respect of any chargeable dwelling and any day (as determined in accordance with sections 10 to 13);

(c) in any case, may be reduced to such extent... as the billing authority for the area in which the dwelling is situated thinks fit.

The provisions stated in (c) above, allows the Council to reduce the Council Tax liability for any taxpayer in addition to any application for Council Tax Support (CTS) under the Council's scheme. This is a general power available to the Council.

7. Monitoring Officer's comments:

7.1 The legislative position relating to these issues is set out clearly. The only other matter that requires further investigation by officers, is whether restricting this policy to Devon County Council care leavers could amount to discriminatory practice

8. Report details:

8.1 In England, care leavers are not exempt in legislation from paying council tax.

8.2 In 2019, a Devon-wide process for supporting care leavers was agreed. As districts do not have a mechanism for identifying care leavers, it was agreed that each district council would provide Devon County Council with a nominated person for Children's Services to send details of care leavers to. That nominated contact makes sure the care leaver has applied for and received any entitlement to council tax support, and where there is still a shortfall, that this is cleared using the Exceptional Hardship Fund (EHF), which is an element of our local council tax support scheme, so that the care leaver has nothing to pay. If the care leaver is not entitled to council tax support, then a write-off can be considered by Councils using their discretionary powers under section 13A (1) (c) of the Local Government Finance Act 1992. That write-off consideration is dependent on income level due to the fact that if the care leaver does not qualify for council tax support then they would be considered not to have a low income.

8.3 The cost of Council Tax Support and therefore also the Exceptional Hardship Fund is apportioned between Exeter City Council and the preceptors as per the percentage share of Council Tax, with Devon County Council therefore having the biggest share to meet.

8.4 At the Devon Strategic Corporate Parenting Board, work is underway to look at an enhanced approach to corporate parenting. Recently, the National Adviser for Care Leavers within the Department for Education met with system leaders across Devon County Council and associated partners to discuss a number of areas for immediate attention. The visit culminated in a feedback session where points of feedback, constructive challenge and informed criticism were relayed and replayed to the partners and practitioners sat around the table.

8.5 The feedback included areas of service remit and responsibility that were wholly in the domain of the county council as the statutory children's authority, however there were a number of areas where the behaviour, actions or policies of partners including districts and health bodies were vital to improving the outcomes for care leavers and improving the experience of being looked after.

8.6 One area, endorsed by the National Adviser for Care Leavers within the Department for Education is the introduction of a council tax exemption for care leavers aged 18 up to 25 with a council tax liability.

8.7 With regard to why it is proposed to award the exemption up to the age of 25, actions set out in the first cross-government care leaver strategy published in 2013 include:

- extending support from a local authority Personal Adviser to age 25;
- meeting training costs for care leavers undertaking apprenticeships up to age 25; and

- in order to assist care leavers in achieving financial stability, reviewing the case to extend the exemption to the Shared Accommodation Rate of housing support within Universal Credit, for care leavers to age 25.

A county wide council tax exemption for care leavers is therefore proposed up to age 25.

9. How does the decision contribute to the Council’s Corporate Plan?

9.1 This decision will contribute to the aspirations of the Exeter Vision 2040.

10. What risks are there and how can they be reduced?

10.1 The table below, provided by Devon County Council on 11 August 2023, shows the number of care leavers in each area:

District	Recent Contact	Shared Accommodation (Recent)	No Recent Contact	Total
East Devon	43	14	29	86
Exeter	61	60	65	186
Mid Devon	15	9	18	42
North Devon	35	20	37	92
South Hams	7	4	11	22
Teignbridge	47	3	39	89
Torridge	23	3	32	58
West Devon	11	2	16	29
Sub-Total	242	115	247	604
Out of County	174	-	95	269
Total	416	115	342	873

Exeter has the highest number of care leavers, having double that of the second highest. Therefore the financial risk is much greater for Exeter City Council.

Being a prosperous city it is also possible that more care leavers will choose to come and live in Exeter due to greater job prospects, and this would increase the financial burden on the Council.

To be able to apply the exemption, the Council is reliant on receiving details of care leavers in the Exeter area and on a regular basis. If the Council is not aware that a liable person is a care leaver then there is the risk that the care leaver will be taken to court for non-payment of council tax.

If age profiled data is not provided to the Council on a timely basis, which has been problematic to date, the Council will not be able to get an understanding of future costs in advance to factor in to annual budget planning processes.

The Council’s reputation could be damaged if its’ neighbouring authorities have implemented the exemption and also if the majority of billing authorities in two-tier areas have implemented exemption schemes to support care leavers with paying their council tax.

11. Equality Act 2010 (The Act)

11.1 Under the Act’s Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;

- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

11.2 In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

11.3 In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

11.4 This proposal is recommended to advance equality by removing disadvantage. The national statutory guidance on the application of the corporate parenting principles states that there are unique challenges that looked-after children and care leavers face. 60% of children become looked-after due to abuse or neglect and they have poorer educational and health outcomes than their peers. It further states that application of the principles is intended to ensure that all councils respond to the individual needs, vulnerabilities or disadvantages of looked after children and care leavers as this will assist in securing that such children and young people are not placed at significant disadvantage when compared with the support a non-looked after child or young person may receive from their family.

12. Carbon Footprint (Environmental) Implications:

12.1 No direct carbon/environmental impacts arising from the recommendations.

13. Are there any other options?

13.1 Under the Children and Social Work Act 2017, corporate parenting applies to both county councils and district councils. Similarly the duty to publish a local offer also applies to districts as well as county councils. Supporting with the cost of living through a discretionary Council Tax exemption will help care leavers manage the transition to adulthood and help make their own home a safe and affordable space.

It is possible to continue with the current approach by providing support through Council Tax Support (CTS) and Exceptional Hardship Funds. This is primarily driven by considerations in relation to low income and financial hardship. Three neighbouring district authorities have already committed to introducing an exemption with three more planning to also. By not introducing a discretionary exemption in Exeter there is a potential postcode lottery of some care leavers getting support and some not.

Director Finance, David Hodgson

Author: Laura Fricker, Service Lead Revenues, Benefits & Customer Access

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

Background papers used in compiling this report:-

The national statutory guidance on the application of the corporate parenting principles to looked after children and care leavers - [Applying corporate parenting principles to looked after children and care leavers - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/266484/Care_Leaver_Strategy.pdf)

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/266484/Care_Leaver_Strategy.pdf

Contact for enquires:
Democratic Services (Committees)
Room 4.36
01392 265275

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Equality Impact Assessment: *Council Tax Exemption for Care Leavers*

The Equality Act 2010 includes a general duty which requires public authorities, in the exercise of their functions, to have due regard to the need to:

- **Eliminate discrimination**, harassment and victimisation and any other conduct that is prohibited by or under the Act.
- **Advance equality of opportunity** between people who share a relevant protected characteristic and people who do not share it.
- **Foster good relations** between people who share a relevant protected characteristic and those who do not

In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

Authorities which fail to carry out equality impact assessments risk making poor and unfair decisions which may discriminate against particular groups and worsen inequality.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive – 5 September 2023 Council – 17 October 2023	Council Tax Exemption for Care Leavers	That agreement in principle be given for a council tax exemption for care leavers up to the age of 25 and looked after by Devon County Council, subject to final understanding of financial implications.	None

Factors to consider in the assessment: For each of the groups below, an assessment has been made on whether the proposed decision will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. Where the impact is negative, a **high, medium or low assessment** is given. The assessment rates the impact of the policy based on the current situation (i.e. disregarding any actions planned to be carried out in future).

High impact – a significant potential impact, risk of exposure, history of complaints, no mitigating measures in place etc.

Medium impact –some potential impact exists, some mitigating measures are in place, poor evidence

Low impact – almost no relevancy to the process, e.g. an area that is very much legislation led and where the Council has very little discretion

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
Race and ethnicity (including Gypsies and Travellers; migrant workers; asylum seekers).	Neutral		Being a care leaver is not considered to be a protected characteristic, however care leavers living within Exeter may have one or more protected characteristic. It is proposed that this exemption will be applied to all care leavers up to the age of 25 and looked after by Devon County Council, therefore it is felt to have a neutral impact on most areas of interest.
Disability: as defined by the Equality Act – a person has a disability if they have a physical or mental impairment that has a substantial and long-term adverse impact on their ability to carry out normal day-to-day activities.	Neutral		As above
Sex/Gender	Neutral		As above
Gender reassignment	Neutral		As above
Religion and belief (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).	Neutral		As above
Sexual orientation (including heterosexual, lesbian, gay, bisexual).	Neutral		As above

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
<p>Age (children and young people aged 0-24; adults aged 25-50; younger older people aged 51-75/80; older people 81+; frail older people; people living with age related conditions. The age categories are for illustration only as overriding consideration should be given to needs).</p>	<p>Positive</p>		<p>The Children and Social Work Act 2017 introduces corporate parenting principles, which comprise of seven needs that local authorities in England must have regard to whenever they exercise a function in relation to looked-after children or care leavers.</p> <p>The corporate parenting principles are intended to secure a better approach to fulfilling existing functions in relation to looked after children and care leavers and for the local authority to facilitate as far as possible secure, nurturing, and positive experiences for looked after children and young people and enable positive outcomes for them.</p> <p>The corporate parenting principles are:</p> <ul style="list-style-type: none"> • To act in the best interests, and promote the physical and mental health and wellbeing, of those children and young people • To encourage those children and young people to express their views, wishes and feelings • To take into account the views, wishes and feelings of those children and young people • To help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners • To promote high aspirations, and seek to secure the best outcomes, for those children and young people • For those children and young people to be safe, and for stability in their home lives, relationships and education or work; and • To prepare those children and young people for adulthood and independent living <p>The national statutory guidance on the application of the corporate parenting principles to looked after children and care leavers is designed to help local authorities consider the kinds of services that may be</p>

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
			<p>offered when having regard to the corporate parenting principles. It states the importance for all who exercise functions in relation to looked-after children and care leavers including those responsible for housing and council tax – to work together to ensure they have a more joined up approach.</p> <p>Care leavers are a particularly vulnerable group for Council Tax debt. In Exeter, 64% of care leavers with a council tax liability, are in arrears.</p> <p>Also to note:</p> <ul style="list-style-type: none"> • Several struggling to hold down jobs and frequently in and out of work, makes it more difficult to budget • Learning difficulties • In and out of prison • Debts other than council tax at a young age • Relationship splits • Single parents • Frequent moves, some periods of homelessness • Frequently sole occupiers with no-one else to share bills <p>Care leavers face the challenge of having to cope with the demands of living on their own at a young age: having to manage finances, maintain a home and manage their lives independently, without the support from families. Whilst not mitigating the impact of all of the disadvantages that care leavers have experienced, a council tax exemption can assist care leavers to overcome them. By providing a discretionary council tax exemption, the Council will be providing financial support to care leavers whilst they develop independent lives and life skills.</p>
Pregnancy and maternity including new and breast feeding mothers	Positive		As noted above, some care leavers are single parents with no family. This potential exemption would be beneficial financially.

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
Marriage and civil partnership status	Neutral		

Actions identified that will mitigate any negative impacts and/or promote inclusion

The ask from Devon County Council is to exempt care leavers for whom they have a corporate parenting responsibility for, therefore it should be noted that care leavers living in Exeter whose corporate parent is Plymouth, Torbay or outside of Devon would not get the exemption. This does not prohibit them from asking for discretionary help, but the decision to award any help would be based on an analysis of their income and expenditure. However many local authorities are adopting a council tax exemption for care leavers, and for those in Exeter whose corporate parent is not Devon County Council, staff will help the care leaver to access support from the appropriate corporate parent.

Officer: Laura Fricker, Service Lead Revenues, Benefits & Customer Access

Date: 22 August 2023

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REPORT TO EXECUTIVE

Date of Meeting: 5 September 2023

Report of: Director Corporate Services

Title: Members' Training

Is this a Key Decision?

No

Is this an Executive or Council Function?

Executive

1. What is the report about?

1.1 This report provides an update on the progress of work on the Members' training programme and also includes the Members' attendance for the various training sessions, which have been held since May 2023 to present (Appendix A).

1.2 Appendix B of the report, identifies the Councillor Feedback statistics to date on training or briefing sessions attended.

1.3 Appendix C of the report, shows the various tour and shadowing opportunities made available to Members during the period.

1.4 Appendix D highlights the current number of training opportunities available on the SSS online training platform and number of completion certificates received.

2. Recommendations:

2.1 It is recommended that the Executive Committee note the report.

3. Reasons for the recommendation:

3.1 To ensure that the current induction and training programme for Members remains fit for purpose and appropriate;

4. What are the resource implications including non financial resources.

4.1 None specific to this report.

5. Section 151 Officer comments:

5.1 There are no financial implications for Council to consider.

6. What are the legal aspects?

6.1 The Council is obliged to ensure that Members receive adequate training to allow them to undertake their duties. This is particularly pertinent for those members who sit on the administrative committees such as Planning and Licensing.

7. Monitoring Officer's comments:

7.1 The Monitoring Officer is pleased that the training provided is valued - the responses show good levels of satisfaction. The officers working together with the councillor training steering group, will endeavour to continue to strive to improve the quality and range of training offered.

8. Report details:

8.1 The report provides an overview of Members' attendance at training events, additional training completed and feedback received since the previous report, which also includes the induction training, following the election in May 2023. The Councillor Development Steering Group requested that a regular report be presented to the Executive outlining attendance for the training sessions held, feedback received and other training undertaken.

8.2 Appendix A of this report provides a breakdown of attendance at the various training sessions held since May 2023. There has been 18 training sessions held since the last report, with an average attendance rate of 49%, which is an increase in attendance since the previous report. The statistics also show that an increased number of Councillors who were not in attendance of the live session, had subsequently confirmed viewing the recording and completing the training after the event. Appendix A also highlights the attendance of Members to various committee specific training, and any outstanding Members have received reminders in regards to completing the training.

Members are reminded of the importance in notifying Democratic Services to advise that they have viewed the training recordings, if they were unable to attend the live session, so that their attendance can be recorded accordingly.

8.3 Appendix B details a summary of the feedback forms for the various training sessions held during the period. The feedback form is issued to all Members after each session to capture Members' views on any training or briefing sessions they attend. It also enables Members to notify Democratic Services to state that they have viewed the training, should they be unable to attend.

During this period, the volume of feedback has increased to 41 responses and shows that on average 50% of the responses received, were very satisfied and 40% were satisfied with the training provided. Members are encouraged to provide feedback on the courses, and Members who were not in attendance, to indicate that they viewed the training recordings.

8.4 Appendix C shows the various tour and shadowing opportunities made available to Members during the period. Three sessions have been arranged during this period with 64% of the expected Members being in attendance. A number of tours have been re-scheduled due to the take up and further opportunities are being organised with the various departments and feedback will be sought from Members attending future tours and shadowing events.

8.5 Appendix D highlights the number of completed certificates had been submitted for the SSS training platform. The figures show that 36% of Members have completed the GDPR training and 31% have completed the Safeguarding training.

8.6 Members are also reminded of that in person training for Effective Scrutiny is being held on 7 September, as well as an additional in person training session being planned for Council meetings and procedures later in the year.

9. How does the decision contribute to the Council's Corporate Plan?

Ensuring that Members are appropriately trained and briefed means that they have an understanding of the issues affecting the Council, which in turn enables them to take informed decisions.

10. What risks are there and how can they be reduced?

10.1 Ensuring that Members are appropriately trained and briefed means that they have an understanding of the issues affecting the Council, which in turn enables them to take informed decisions.

10.2 If inappropriate training was given, or if appropriate Members did not attend the sessions, challenges could be made to any decisions taken, which would not only jeopardise the Council's reputation, but could also lead to potential claims for compensation and review of the decisions taken.

11. Equality Act 2010 (The Act)

11.1 In preparing this report, it is accepted that people learn things in different ways, and that some delivery methods are not best suited to all.

11.2 A detailed review of the training programme and briefing sessions, including the delivery methods, have helped identify gaps in this provision and also how best any training difficulties can be overcome.

11.3 There has been a focus on ensuring that training on disability awareness, as well as diversity and equality requirements, form an integral part of any revised training programme.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because the report is for information.

12. Carbon Footprint (Environmental) Implications:

12.1 No direct carbon/environmental impacts arising from the recommendation.

13. Are there any other options?

None.

Director Corporate Services, Baan Al-Khafaji

Author: Mark Devin, Democratic Services Manager.

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

Background papers used in compiling this report:-

None

Contact for enquires:
Democratic Services (Committees)
Room 4.36
01392 265275

Appendix A

Description	Date	Total Cllr Attend	Total % Attend	Absent		Live Attend	Post Attend	Committee	No of Committee Attended	% Committee Attend
				Absent	Absent %					
Training: An Introduction to Good Governance	09/05/23	22	56%	17	44%	19	3			
Training: Planning Part 1	17/05/23	20	51%	19	49%	15	5	Planning	12	86%
Training Planning Training 2	22/05/23	22	56%	17	44%	22	0	Planning	12	86%
Training: Licensing Committee - Licensing Act 2003 Guiding Principles	24/05/23	16	41%	23	59%	14	2	Licensing	12	86%
Councillor Training: Licensing - Taxi Legislation	07/06/23	16	41%	23	59%	13	3	Licensing	12	86%
Councillor Training: Planning Policy & Infrastructure	08/06/23	13	33%	26	67%	10	3	Planning	8	57%
Briefing: Local Government Finance	14/06/23	19	49%	20	51%	19	0			
Training: Licensing Sub-Committees	21/06/23	16	41%	23	59%	13	3	Licensing	13	93%
Training: Planning Appeals	26/06/23	20	51%	19	49%	17	3	Planning	11	79%
Police Neighbourhood Meeting	28/06/23	23	59%	16	41%	23	0			
Training: The Liquorice Allsorts of Licensing	05/07/23	15	38%	24	62%	14	1	Licensing	13	93%
Training: Audit & Governance Committee training	10/07/23	19	49%	20	51%	16	3	Audit & Gov	9	75%
Briefing: Housing Needs & Homelessness	12/07/23	14	36%	25	64%	14	0			
Briefing: Councillors Briefing with the Chief Executive	17/07/23	23	59%	16	41%	23	0			
Briefing: Devon Home Choice	19/07/23	16	41%	23	59%	16	0			
Training: Devon County Council Highways Issues	20/07/23	19	49%	20	51%	16	3	Planning	11	79%
Training - Grants Panel - Exeter Community Lottery	20/07/23	6	100%	0	0%	6	0			
Training: Mock Planning Committee with Planning Advisory Service	24/07/23	11	28%	28	72%	11	0	Planning	8	57%

Description	Date	Total Cllr Attend	Total % Attend	Absent	Absent %	Live Attend	Post Attend	Committee	No of Committee Attended	% Committee Attend

No Cllrs 39
Licensing 14
Planning 14
Audit & Governance 12
Community Grants 6

Highest Attendance	23	59%
Average Attendance	17	49%
Lowest Attendance	6	15%

Highest Absence	28	72%
Average Absence	20	51%
Lowest Absence	0	0%

Highest Attended Live	23	59%
Average Attended Live	16	40%
Lowest Attended Live	6	15%

Highest Attended Post Session	5	13%
Average Post Session	2	4%
Lowest Attend Post Session	0	0%

Appendix B

2022	Total Responses	Very Satisfied	Satisfied	Dissatisfied	Not applicable
Overall impression of the briefing / training	41	18	22	1	0
Facilitator's ability and competence	41	20	19	0	0
Facilitator's rapport with the delegates	41	25	15	1	0
Accurate course description versus content delivered on the briefing / training	41	21	19	1	0
Relevance to your personal learning needs	41	26	14	1	0
Effectiveness of the learning methods	41	13	27	1	0
Quality and appearance of course materials	41	18	22	1	0
Quality of facilities	41	21	19	1	0
Notice / contact prior to the course	41	28	13	0	0
Joining instructions and content information	41	31	10	0	0
Adequacy of support for special needs	41	4	2	0	35
AVERAGE:	41	20	17	1	3
AVERAGE %:		50%	40%	2%	8%

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Appendix D

Description		Completed	Total Members	%
Introduction to Safeguarding Thematics		12	39	31%
GDPR		14	39	36%
County Lines		6	39	15%
County Lines Refresher		2	39	5%
Equality Diversity & Inclusion in the Workplace		5	39	13%
Child Protection		2	39	5%
Prevent Duty Refresher		2	39	5%
Domestic Abuse Awareness		1	39	3%
Safeguarding Training - Serious Violence & Knife Crime		1	39	3%
Risk Assessment				

10				
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