



Exeter City Council

Philip Bostock, Chief Executive

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A meeting of the **EXECUTIVE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **TUESDAY 18 MARCH 2008** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Rowena Whiter, Member Services Manager on **Exeter 265110**.

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

Pages

A G E N D A

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

1.

MINUTES

To sign the minutes of the meetings held on 22 January and 11 February 2008.

2.

DECLARATIONS OF INTEREST

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

3.

GRANTS COMMITTEE

To receive the minutes of the Grants Committee held on 21 February 2008.

1 - 4

(Minutes circulated)

4. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 -
EXCLUSION OF PRESS AND PUBLIC**

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of items 19 to 21 on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part I, Schedule 12A of the Act.

5. **NOTICE OF MOTION - REPRESENTATION ON FIRE SERVICE
AUTHORITY**

To consider the Notice of Motion by Councillor Newby, amended by Council on 19 February 2008 and referred to Executive in the following terms:-

“That this Council through the Leader and the Chief Executive write to the Fire Minister Mr Parmjit Dhanda MP for Gloucester to allow representation from this Council to act as an independent member on to the Fire Service Authority, so that the fire safety of this city and its residents is not compromised.”

6. **CARBON MANAGEMENT STRATEGY AND IMPLEMENTATION PLAN**

To consider the report of the Head of Environmental Health Services. 5 - 8

Scrutiny Committee – Community will consider the report at their meeting on 4 March 2008 and their comments will be reported.

(Report circulated)

7. **CLIMATE CHANGE PARKING LEVY**

To consider the joint report of the Director Economy and Development and Director Community and Environment. 9 - 12

(Report circulated)

8. **PARK AND RIDE STRATEGY FOR EXETER**

To consider the report of the Economy and Development Directorate Projects Officer. 13 - 16

Scrutiny Committee – Economy will consider the report at their meeting on 6 March 2008 and their comments will be reported.

(Report circulated)

9. **CIVIL PARKING ENFORCEMENT**
- To consider the report of the Head of Administration and Parking Services. 17 - 20
- Scrutiny Committee – Economy will consider the report at their meeting on 6 March 2008 and their comments will be reported.
- (Report circulated)
10. **USE OF BEDFORD SQUARE**
- To consider the joint report of the Director Economy and Development and City Centre Manager. 21 - 28
- Scrutiny Committee – Economy will consider the report at their meeting on 6 March 2008 and their comments will be reported.
- (Report circulated)
11. **NEW CONSERVATION AREA AT LOWER SUMMERLANDS**
- To consider the report of the Head of Planning Services. 29 - 40
- (Report circulated)
12. **RESULTS OF CONSULTATION ON ST LEONARD'S CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN**
- To consider the report of the Head of Planning Services. 41 - 44
- (Report circulated)
13. **THE COUNCIL'S STRATEGIC OBJECTIVES**
- To consider the report of the Strategic Management Team. 45 - 48
- (Report circulated)
14. **LOCAL PETITIONS AND COUNCILLOR CALLS FOR ACTION - CONSULTATION**
- To consider the report of the Assistant Chief Executive. 49 - 54

(Report circulated)

15. **STANDBY PAYMENTS - LOCAL GOVERNMENT PENSION SCHEME CONTRIBUTIONS**

To consider the report of the Head of Human Resources. 55 - 56

(Report circulated)

16. **ANTI-SOCIAL BEHAVIOUR CO-ORDINATOR POST**

To consider the report of the Assistant Chief Executive. 57 - 58

(Report circulated)

17. **LORD MAYORALTY**

To nominate the Lord Mayor Elect and the Deputy Lord Mayor Elect for the 2008/2009 Municipal Year.

18. **APPOINTMENTS TO OUTSIDE BODIES**

To consider appointments to outside bodies. 59 - 60

(Report circulated)

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

19. **RAMM STAFFING 2008/09**

To consider the report of the Head of Leisure and Museums regarding the funding programme for Renaissance in the Regions and changes to staff numbers. 61 - 68

Scrutiny Committee – Community will consider the report at their meeting on 4 March 2008 and their comments will be reported.

(Report circulated to Members)

20. **RESTRUCTURING OF CONTRACTS DEVELOPMENT AND BEST**

To consider the report of the Head of Contracts and Direct Services on a proposal to restructure the Unit. 69 - 84

(Report circulated to Members)

21.

PUBLIC ENQUIRY COSTS

To receive an update on the anticipated costs of a public enquiry.

85 - 88

(Report circulated to Members)

DATE OF NEXT MEETING

The next scheduled meeting of the Executive will be held on **Tuesday 15 April 2008** at 5.30 pm in the Civic Centre.

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

Membership -

Councillors Edwards (Chair), D Baldwin, Boyle, Dixon, Mrs Henson, Mrs Morrish, Sheldon, Shepherd and P A Smith

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

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

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Agenda Item 3

GRANTS COMMITTEE

Thursday 21 February 2008

Present:-

Councillor Lesley Robson (Chair)
Councillors Bond, S Brock, Mrs Evans, Gale, Lyons, Martin and Pettinger

Also Present

Director Community and Environment, Head of Economy and Tourism, Community Outreach Manager and Member Services Officer (SJS)

1 MINUTES

The minutes of the meeting held on 6 December 2007 were taken as read and signed by the Chair as correct.

2 DECLARATIONS OF INTEREST

Members declared the following personal interests:-

COUNCILLOR	MINUTE
Councillor Mrs S Brock	25 (knows the applicant)
Councillor Gale	28 (wife was an employee of Northcott Theatre)

3 NEW CORE GRANT

Councillor Mrs S Brock declared a personal interest as she knows the applicant.

RESOLVED to recommend to Executive that the decisions as set out below be implemented in respect of the body indicated;

BODY	RECOMMENDED	COMMENT
Community/Social Need		
Paperchain	£6,000 (£4,500 pa. thereafter)	this would allow the current vehicle to be transferred to the ownership of Paperchain in 2008/9 together with a cash grant equivalent to the running costs of £3,000. The grant will support the continuation of this cooperative which supports the Council's environmental and social aims

PROJECT GRANTS

RESOLVED to recommend to Executive that the decisions as set out below be implemented in respect of the bodies indicated;

BODY	RECOMMENDED	COMMENT
Community/Social Need		
Age Concern	DEFER - TO THE JUNE COMMITTEE	Members requested that further information be sought as to the numbers anticipated in the group and if the group was to be an informal singing group rather than a choir
Home-Start	DEFER	to allow the Council to seek further clarification of what the project has delivered over the past 12 months with the 28 tenants it has supported
River Dream Centre (Feedback)	REFUSE	there are other sources of funding available for this type of project, including their own
The Ivy Project	£6,148	the project is offering a lifeline to vulnerable young people in the city. The project supports young people to improve their employability skills
Whipton Community Association	£10,000	a worthwhile self-supporting community association

(Report circulated)

EXETER ARTS COUNCIL

The report of the Head of Economy and Tourism was submitted.

RESOLVED to recommend to Executive that Exeter Arts Council be given an additional grant of £6,500.

(Report circulated)

SERVICE AGREEMENTS WITH STRATEGIC ARTS ORGANISATIONS

Councillor Gale declared a personal interest as his wife was an employee of the Northcott Theatre.

The report of the Head of Economy and Tourism was submitted.

RESOLVED to recommend to Executive that:-

- (1) the Service Profiles and Agreements for Theatre Alibi, Spacex Gallery, Wren Trust, Bournemouth Symphony Orchestra and Exeter Phoenix for 2008/09 be agreed as the basis for approval of grants detailed in 5.2 and 5.3 of the circulated report:-

Northcott Theatre :	£85,231;
Theatre Alibi :	£19,196;
Spacex Gallery:	£11,365;
Wren Trust :	£16,205;
Bournemouth Symphony Orchestra :	£11,865;
Exeter Phoenix Arts Centre :	£131,198; and
Exeter Barnfield Theatre	£10,000; and

final approval of grant for the Exeter Northcott to depend on subsequent agreement of the Service Profile by the Chair of this Committee and the Head of Economy and Tourism; and

- (2) the Head of Economy and Tourism be authorised:-
- (i) with the Chair of Grants Committee and Councillor Martin to approve the grant of £10,000 for Exeter Barnfield Theatre, subject to conditions having been satisfactorily met regarding the implementation of the Theatre's Business Plan 2006-2010 within one month of this Committee, 80% of the approved grant to be released; and
- (ii) to release the remaining 20% of the grants in January 2009 subject to a report being submitted to this Committee in December 2008 and the Committee being satisfied with the actions being proposed.

(Report circulated)

URGENT ITEM- YOUTH INITIATIVE FUND

The Chair agreed to take this as an urgent item due to the timescales involved.

The Community Outreach Manager presented the application for support for a film project from the Youth Initiative Fund. The Ivy Project had brought together a group of young people who hope to make a short film to show what it was like for a young person to live in Exeter at this time. The aim was to produce a film that mirrored the reality for young people in Exeter today, highlighting the ups and downs they face and ways to overcome those issues.

Members requested that a copy of the film be made available for Members to view.

RESOLVED to recommend to Executive that a grant of £2,300 be made in respect of the Ivy Project.

8 **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 for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.

9 **EXETER CITY COUNCIL GRANTS FOR YOUNG PEOPLE – INDIVIDUAL**
TALENT SCHEME

The Community Outreach Manager outlined the criteria used in assessing applications for support from the individual talent scheme.

(i) **Tom Sharpe – Age:17 - Sport/Activity: Kayaking**

Tom was a member of Exeter Canoe Club and was now one of the top junior paddlers in the country. He had made steady progress from Regional to National level competition. Tom hoped to compete in the National Sprint and National Marathon Championships and hoped his performances would gain him selection to compete for Britain in the Junior European Sprint Championships and the Junior World Marathon Championships. His long term goals were to make the progression from Junior to Senior competition at International level.

A previous grant of £200 in 2005-06 had been made.

RESOLVED to recommend to Executive that a grant of £500 be made.

(Report circulated)

(The meeting commenced at 4.30 pm and closed at 5.15 pm)

Chair

EXETER CITY COUNCIL

SCRUTINY COMMITTEE-COMMUNITY 4 MARCH 2008

EXECUTIVE 18 MARCH 2008

CARBON MANAGEMENT STRATEGY AND IMPLEMENTATION PLAN

1 PURPOSE OF THE REPORT

- 1.1 This report presents the outcomes of the Council's Carbon Management Programme and seeks Scrutiny Committee support and Executive approval for the Strategy and Implementation Plan.

2 BACKGROUND

- 2.1 Exeter City Council is one of 45 local authorities to take part in the fifth phase of the Carbon Trust's Local Authority Carbon Management Programme, which aims to provide a comprehensive programme to measure and manage the greenhouse gas emissions produced by the Council's activity. This Carbon Management Strategy and Implementation Plan is the main output from this programme and sets out a systematic approach to reducing the Council's emissions. The plan details the sources of the Council's emissions and establishes a baseline against which progress can be measured. It sets out the Council's approach towards carbon management and identifies key actions for the Council to take to meet a reduced emissions target by 2013.
- 2.2 The Carbon Management Plan will contribute to the delivery of Exeter's Climate Change Strategy 2008 - 2018 and help fulfil the commitment to tackling climate change made by signing both the Nottingham and Devon Wide Declarations on Climate Change.

3 EMISSIONS BASELINE AND CARBON REDUCTION TARGETS

- 3.1 The Council's carbon dioxide emissions baseline for 2006/07 is estimated to be 2,925 tonnes. Energy use from buildings accounts for almost two thirds of the Council's emissions and fleet transport nearly one third, whereas business mileage, waste and water have only a small effect on the overall footprint.
- 3.2 To achieve the Council's aims a set of carbon reduction targets are proposed, as follows:
 - To reduce carbon dioxide emissions from energy, water, waste and transport by 10% by 2009/10 and 20% by 2012/13 from a baseline of 2006/07.

3.3 The main target has been broken down into individual targets for energy, transport and waste as follows:

- To reduce carbon dioxide emissions from energy use in buildings by 25% by 2012/13
- To reduce carbon dioxide emissions from transport by 10.5% by 2012/13
- To reduce carbon dioxide emissions from waste by 20% by 2012/13

3.4 A further target has been set to ensure that a significant portion of the carbon dioxide reduction target is derived from energy reduction and efficiency measures (as opposed to renewable energy measures):

- To reduce energy consumption in buildings by 15% by 2012/13

4 CARBON REDUCTION ACTION PLAN

4.1 The plan sets out key actions for the Council to work towards meeting its reduced emissions target. Projects to be undertaken in the first two years of the programme (2008/09 and 2009/10) have been identified, as summarised below:

- Establishment of an Environmental Champions scheme within the Council to raise awareness and promote behaviour change amongst staff.
- A trial of bio-diesel (sourced locally from recycled vegetable oil) in two of the refuse collection vehicles, with a view to extending across the fleet if successful, and where practicable.
- Introduction of eco-driver training for fleet drivers to reduce fuel consumption.
- Installation of an energy saving transformer at the Civic Centre, Livestock Centre and MRF to reduce the supply voltage of electricity to the minimum required.
- More energy efficient lighting projects at the Civic Centre, Livestock Centre, Civic Centre Car Park, King William St Car Park and extension.
- Upgrade of the heating controls, insulation and ventilation system at the Guildhall.
- Installation of a wood pellet boiler at the Corn Exchange.
- Introduction of time switches on vending machines and other equipment and SAVA plugs onto fridges to reduce unnecessary energy use.
- Improvements to the office recycling scheme to increase the accessibility of recycling points and reduce waste bins in Council offices.
- Initiatives to help embed carbon management within the Council for further investigation.

4.2 Potential opportunities for the remaining years of the programme are also identified for further investigation. These opportunities will be evaluated annually two years ahead of the expected implementation date and included in each year's revised action plan.

4.3 The plan sets out the predicted financial savings to the Council as a result of implementing the programme. It is estimated that the savings from the first two years of the programme will provide an 11.6% return over the capital expenditure by 2013/14. Any acceleration of energy price rises will further increase the financial benefits of the programme to the Council.

5 MONITORING AND REVIEW OF THE STRATEGY

- 5.1 The Climate Change Steering Group will review the performance of the Carbon Management Programme annually and evaluate the measures taken since the last review. As part of this process, a plan of the scheme of work to be undertaken in the following two financial years will be prepared. The outcomes of the annual review will be reported to Scrutiny Committee – Community and to the Executive on an annual basis. The Steering Group will also undertake a half yearly review of progress of the programme, which will be reported to the Strategic Management Team. A full review of the Strategy and Implementation Plan, to assess the way forward once the five year programme is complete, will be undertaken in 2013.

6 FINANCIAL IMPLICATIONS

- 6.1 A budget of £100,000 pa to implement the Carbon Management Programme from 2008/09 to 2012/13 has been included in the Council's budget. The Strategy and Implementation Plan does not therefore have any additional financial implications for the Council.

7 RECOMMENDED

- (1) that the Scrutiny Committee Community supports and Executive approves the Carbon Management Strategy and Implementation Plan;
- (2) that general progress towards meeting the aims of the Strategy and Implementation Plan be monitored on an annual basis and reported to Scrutiny Committee- Community;
- (3) that the action plan be revised on an annual basis;
- (4) that a commitment be made to undertaking a full review of the Strategy and Implementation Plan in five years' time (2013).

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:LP/Committee/308SCC14
21.2.08

COMMUNITY AND ENVIRONMENT DIRECTORATE

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

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EXETER CITY COUNCIL

EXECUTIVE
18 MARCH 2008

CLIMATE CHANGE PARKING LEVY

1.0 PURPOSE OF REPORT

- 1.1 To outline a method for allocating proceeds from the Climate Change Parking Levy.

2.0 BACKGROUND

- 2.1 The Climate Change Strategy and Action Plan (2008-2018) for Exeter sets out a proposal to ring-fence 2% of city council car park revenues to fund additional climate change mitigation measures. Executive ratified this approach in its agreement of the Car Park Tariff Committee Paper of 20 November 2007. Approximately £110,000 (2% of expected revenue) has been allocated for this purpose. £10,000 has been top-sliced to extend the Green Bag campaign which the City Council has been running in partnership with the Express and Echo. For the remaining £100,000, City Council officers were asked to devise a structure and process for allocating the money, one that is transparent, inclusive and evidence-based. This paper responds to that request.

3.0 STRUCTURE AND PROCESS

- 3.1 The Leader has advised that responsibility for allocation of this levy should not sit solely with the City Council. To that end, officers are proposing the creation of an Exeter Parking Levy Evaluation Team (PLET) whose membership will include:
- the ECC Portfolio Holder for Environment and Leisure (chair),
 - an Express and Echo Reader's Panel member,
 - a member of Low Carbon Exeter,
 - a member of the Exeter business community (potentially a representative from the energy industry in Exeter)
- 3.2 This group will invite project ideas/proposals for allocation of this funding from the public. Invitations will be made through a range of media, in particular, to include the Express and Echo. Project proposals should aim to reduce carbon dioxide emissions and should target either homes in Exeter, business premises in the City or develop ideas for sustainable transport (see Climate Change Strategy for Exeter). There will be no restriction on who can submit proposals but all proposals must relate entirely to, and be capable of implementation within, the Exeter City Council area.

- 3.3 Projects will then be assessed by the PLET, using the following criteria:
- Cost and value for money (in terms of cost per reduction in CO₂)
 - Additionality (i.e. the ease, or otherwise, with which an idea could be funded via other sources)
 - Legality, deliverability and practicality
 - Originality and potential to gain the public's imagination/participation
 - Extent to which project ideas are informed by the evidence on carbon dioxide emissions in Exeter and respond to priorities set out in the Climate Change Strategy for Exeter.
- 3.4 The purpose of assessment is to allow the group to short-list those proposals that they feel best meet the criteria set out above. Short-listed ideas will then be put forward for public vote, leaving the public to decide which ideas should be implemented (see further below). It is not intended to impose an up-front financial limit on proposals – decisions on the affordability and value for money of proposals, it is suggested, should sit with the PLET, taking into account the quality of rival bids.
- 3.5 A City Council officer will provide a secretariat function for the PLET. Technical advice on the deliverability and cost effectiveness of proposals will be available from the Centre for Energy and Environment (Exeter University) and, as required, from others. Members of the PLET will be expected to declare an interest and will not be allowed to decide on the appropriateness of ideas that they or the organisations they represent have put forward for evaluation.
- 3.6 Short-listed proposals will be profiled in the June edition of the Citizen. The Citizen and Council website will be used to conduct a reader poll to identify the most popular ideas among residents. Use of the Citizen for the reader poll was identified as the most appropriate medium at a recent Member briefing event. The most popular ideas will then be implemented – subject to sufficient funding - and their progress reported on via local media.
- 3.7 Involving the Express and Echo and Citizen readership will usefully raise the profile of climate change within Exeter. In addition to the direct benefits that will flow from additional investment in climate change measures, the fund will also contribute to a wider effort to increase community engagement and local pride in such issues. The role of local media is vital in this respect.
- 3.8 In one sense, the governance model and process described above might be viewed as disproportionate to the level of funding involved. Nevertheless, the broader purpose of the fund – to raise the profile of climate change and to seek public engagement – should also be clear, and it is this wider purpose that has structured thinking in relation to this proposal.

4.0 MEMBER CONSULTATION

- 4.1 The proposals outlined above have benefited from, and take account of, consultation with Members attending a briefing session on Climate Change issues on 6th February 2007.

5.0 RECOMMENDATION

- (i) That Executive endorses the approach set out above and permits officers to proceed with implementation, engaging partners as appropriate.

David Betteley
Directorate Projects Officer
Economy and Development

Kathryn Lamble
Environmental Co-ordinator
Community and Environment

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

Background papers used in compiling this report:-

None.

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE -ECONOMY

6 March 2008

EXECUTIVE

18 March 2008

PARK AND RIDE STRATEGY FOR EXETER

1 PURPOSE OF THE REPORT

- 1.1 To outline the joint City and County Council Strategy for 'Park and Ride' in Exeter and to seek Members' endorsement of it.

2 BACKGROUND

- 2.1 Exeter currently has four Park and Ride sites (Honiton Rd, Sowton, Matford and Digby). Digby provides parking for RD&E hospital staff, patients and visitors as part of their green travel plan. All other sites are for onward travel to the City Centre. The three sites for travel into the City Centre offer parking spaces for 1660 spaces. The Matford Park and Ride site is owned by the City Council. The Sowton and Honiton Rd sites are owned by the County Council, and park and ride bus services are operated under contract to Devon County Council. Stagecoach operates a commercial bus service for Matford but voluntarily agrees to operate a charging scheme which is consistent with the other Park and Ride facilities. Payment for the Park and Ride (P&R) service is made on board P&R buses. This approach (rather than payment on car parks) has been adopted because of the different tax arrangements for car-parking and bus travel – the latter is VAT-exempt while car-parking attracts VAT. Evidence from elsewhere shows that approximately three quarters of P&R services charge for bus travel (rather than car park use).
- 2.2 All sites are now operating reasonably close to capacity. On average, Sowton is often 100% full on weekdays and Honiton Rd is around 70% full (with variation at weekends and in the run up to Christmas). Their geographical concentration to the East and South of the City Centre is viewed as a strategic weakness and there has been a long-held ambition to develop sites to the West and North of the City Centre.
- 2.3 The location of Park and Ride facilities at Sowton, Honiton Rd and, to some extent, Matford does cause some difficulties, with employees of firms adjacent using these sites for free parking for work (whether travelling alone or as part of a car sharing arrangement). Others, meanwhile, also use the sites as a meeting place and as a place to leave a car for longer periods. In this context, and particularly as a response to the capacity issues at Sowton, the County Council has recently increased enforcement activity to counter unintended use at Sowton and Honiton Road, using P&R security staff to politely remind people clearly not intending to board buses, to avoid parking at the facility or face further enforcement action.
- 2.4 The security/information service operated at Honiton Road and at Sowton has recently been extended to Matford. Security staff are based in the new kiosk at Matford Park and Ride and provide security and information services for car park users and the Matford Livestock Centre.

3 FUTURE STRATEGY FOR PARK & RIDE SITES IN EXETER

3.1. The draft strategy for Park and Ride sites in Exeter is to:

- Double the number of P&R parking spaces provided (in parallel with a medium-term policy of increasing the real cost of long-stay city-centre parking).
- Identify and implement a new P&R site on the west of the City, easily accessible from the A30 (ideally to provide a minimum of 1000 spaces), and provide a bus priority route into the City Centre.
- Review scope to significantly increase capacity elsewhere in the south west sector.
- Continue to review options for a new P&R site to the North of the City (on A377/A396) with a minimum of 500 spaces
- Investigate the potential for a new site in the vicinity of M5 Junction 30 with increased capacity, to replace or supplement the Sowton facility.
- Investigate the potential for and implications of additional capacity on the A30 (east) corridor.
- Maintain the Digby site for Hospital Green Travel Plan use.
- Research and devise alternative methods of payment that deter misuse of Park and Ride facilities (i.e. parking, but not riding) and review the application of a Smartcard system/other technology for use at Car Parks and on P&R bus services.
- Provide high quality toilets and baby changing facilities, CCTV coverage, improved lighting and site-operative accommodation at all ‘city-centre bound’ P&R sites and ensure that each location is served by security/information operatives.
- Offer a restricted number of parking spaces at one P&R site to accommodate taller vehicles (e.g. camper vans).
- Agree appropriate funding and user charging levels (between the City and County Councils and bus operators) which allow for maintenance and growth of the Park and Ride Service (also taking into account car park charging policy in the City Centre)
- Consider the potential for provision of sites for park and cycle

4 FUTURE STRATEGY FOR PARK & RIDE SERVICES, PATRONAGE AND PROMOTION

4.1 The proposed strategy for Park and Ride services in Exeter is to:

- Optimise the contribution of Park and Ride towards providing alternative travel options to reduce congestion in the city
- Increase service frequency and improve journey times by at least 15% over this period (underpinned by quality contracts and partnerships with operators) in support of patronage targets
- Ensure vehicles are fully accessible and no more than 5 years old at any time
- Review, maintain and update signage for all sites; install advance ‘Variable Message Signs’ to all sites, and use a range of media to promote Park and Ride facilities in Exeter (including ‘Real Time Information’ services)

5 PROGRESS AND ISSUES IN RELATION TO STRATEGIC THEMES

- 5.1** The County Council is investigating the provision of a new park and ride facility to the west of the city to be included in a major schemes bid for funding under the Regional Funding Allocation. The new facility could be situated close to the A377 Alphington Spur and A30 junction. Given its position in a sensitive location, a major consideration will be measures to reduce the environmental impact.
- 5.2** Suitable sites for a further P&R facility to the north of the City are extremely limited. County Council colleagues are exploring sites to the west of the junction of the A377 and A396 at Cowley Bridge. These sites are liable to flooding and the agreement of the Environment Agency (EA) will be necessary before proposals can develop further.
- 5.3** Park and Ride sites should be on the fringes of urban development to minimise impact on traffic flows within the urban area and to reduce the opportunity for misuse and abstraction from other public transport services. In this context, County and City Council officers are looking at capacity and locations for Park and Ride provision to the east of the city and, in particular, options to the east of the M5.
- 5.4** In addition to a new security and information kiosk (and resurfacing) at Matford Park and Ride, new toilets and a baby change facility were completed in October 2007, close to the main bus stop. These facilities incorporate a rainwater harvesting system that uses rain collected from the roof to flush the toilets. A similarly high-specification facility is expected to be completed later this month at Honiton Road P&R, funded jointly by the City and County Councils.

6 RECOMMENDATION

- 6.1** That Members of Economy Scrutiny and Executive endorse the joint City and County Council 'Park and Ride Strategy for Exeter' and resolve to receive regular updates on progress in relation to it.

DAVID BETTELEY
PROJECTS OFFICER

ECONOMY AND DEVELOPMENT DIRECTORATE

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

Background papers used in compiling the report:

National Performance Indicator Results - December 2007

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE – ECONOMY 6 MARCH 2008

EXECUTIVE 18 MARCH 2008

CIVIL PARKING ENFORCEMENT

1.0 PURPOSE OF REPORT

- 1.1 To update Members on the process for introducing Civil Parking Enforcement.

2.0 BACKGROUND

- 2.1 At its meeting on 20 November 2007, Executive received a report on Civil Parking Enforcement (CPE) setting out the background to the scheme and some of the major implications for the City Council. Since then, the situation has moved on, firstly as a result of the government's decision on Exeter's unitary bid, which means that for the foreseeable future the arrangements for CPE will need to be implemented under the current two tier structure, and secondly as a result of ongoing discussions at officer level between the City Council and other authorities.
- 2.2 The target date for the implementation of the CPE scheme in Devon remains 5 May 2008. However, the achievement of this date is dependent upon the Department for Transport (DfT) approving the scheme submitted by the County Council and doing so within a timeframe which permits CPE to 'go live' on 5 May. At present, there is no indication when a decision might be forthcoming from DfT, nor what it might be, but officers will provide a verbal update on the situation at the respective meetings of Scrutiny Committee and Executive. The Police have confirmed to the County Council that they will continue to enforce on-street parking restrictions until such a time as the CPE regime is introduced.

3.0 PROPOSALS

- 3.1 The proposals for CPE, and their implications for the City Council, can broadly be divided into two functions: frontline enforcement and the 'back office'. In terms of frontline enforcement, the current proposal is for 27 Civil Enforcement Officers (CEOs) to be allocated to Exeter. These CEOs will be employed by the City Council and comprise thirteen existing Parking Attendants plus ten Traffic Wardens, who will transfer under TUPE, and four posts to be recruited to externally. Together, these staff will provide an integrated on and off street enforcement service and efficiency savings from combining two previously separate enforcement functions are reflected in the proposal. Discussions have commenced with the Police and Trades Union representatives regarding the details of the transfer of Traffic Wardens.

- 3.2 In terms of the 'back office' for CPE operations (the administrative staff dealing with notice processing, the new parking adjudication function and parking queries generally), there have been a series of discussions with the County Council and other Districts about a possible shared service arrangement for this. However, this now seems unlikely to materialise for Exeter. Of the two potential partners for a shared service arrangement, Mid Devon District Council appears likely to team up with North Devon and Torridge District Councils, where officers understand there is a degree of service integration around IT already, and East Devon District Council seems keen to run its own back office. The current proposal for Exeter is therefore to procure an upgrade to the existing Spur IT system for residents' parking permits, to be paid for by the County Council, and to recruit up to an additional four staff to deal with the projected increase in workload caused by CPE. An initial meeting with Spur has already taken place to outline our requirements and the likely timescale, and the recruitment process for additional staff is underway.
- 3.3 The City Council will run the on-street elements of Civil Parking Enforcement under an Agency Agreement with the County Council. The details of this Agreement are currently the subject of negotiation between the two Councils. The intention of the City Council is to enter into the Agreement on a 'zero additional cost' basis to ourselves, i.e. all the additional costs of parking enforcement attributable to CPE will be funded by the County, and Members are asked to endorse this approach.
- 3.4 Because of the need to recruit to a number of posts in anticipation of a 5 May implementation date, authority has been sought from the Leader of the Council and the appropriate Portfolio Holders to proceed with the recruitment process and delegate any necessary decisions to the Director Economy & Development. This is in line with the previous Executive decision of 20 November 2007.
- 3.5 CPE will have a major impact on the Administration and Parking Services Unit, adding an estimated 18 posts to the establishment and changing the grades of a number of posts. The costs associated with this will be recharged to the County Council under the terms of the Agency Agreement. In order to meet the target date for implementation, approval is sought to give the Director Economy and Development delegated authority to agree any necessary variations to the establishment and budget in consultation with the Leader of the Council and relevant Portfolio Holders. A further report will be submitted to Executive in the Autumn detailing all changes to the establishment and seeking a decision on any outstanding issues.

4.0 FINANCIAL IMPLICATIONS

- 4.1 A financial model of the CPE scheme in Exeter has been developed by the County Council and its consultant (RTA Associates) in discussion with the City Council. All the capital costs associated with CPE, such as IT procurement, equipment etc, are being met by the County Council. The current model indicates that CPE in Exeter is predicted to move into revenue surplus in the

second year (excluding the initial capital costs) and cumulative surplus in the third year. However, Members should understand that these predictions may change once actual costs and the actual rate of Penalty Charge Notice (PCN) issue become clear. The financial risks of any variations in the financial model will be borne by the County Council.

- 4.2 The key point in considering the financial implications of CPE is that any deficit will need to be met by the County Council rather than the City Council, and any surplus in future years will be returned to the County Council once all the costs of running the scheme in Exeter have been deducted. Separate accounts will need to be maintained for on and off street parking income, including PCN income, and the City Council will retain all off street parking income as it does currently. In summary, the underlying principle is that there will be no financial detriment (or benefit) to the City Council as a result of the introduction of CPE.

5.0 RECOMMENDATIONS

- (i) That Scrutiny Committee note and comment on the introduction of Civil Parking Enforcement as appropriate;
- (ii) That Executive note any comments of Scrutiny Committee and endorse the approach set out in this report, delegating authority for any further decisions that need to be made, including variations to establishment and budget, to the Director Economy & Development in consultation with the Leader of the Council and Portfolio Holders for Sustainable Development and Transport and Business Transformation and Human Resources.

ROGER COOMBES
HEAD OF ADMINISTRATION AND PARKING SERVICES

ECONOMY & DEVELOPMENT DIRECTORATE

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

Background papers used in compiling this report:-

None

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EXETER CITY COUNCIL

ECONOMY SCRUTINY COMMITTEE

6 MARCH 2008

EXECUTIVE

18 MARCH 2008

USE OF BEDFORD SQUARE

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek support from Members for new Bedford Square usage and booking arrangements.

2.0 INFORMATION

- 2.1 Bedford Square has fulfilled an important community role over a number of years, with the space having been booked by a wide range of community groups and charities.
- 2.2 Whilst construction work on Princesshay was on-going, use of Bedford Square for events and community activities was suspended. Following the successful Princesshay opening, use is again being made of the Square, but current use is on an ad-hoc basis without formal guidelines/booking arrangements.
- 2.3 The dynamics of Bedford Square have fundamentally changed from the pre-Princesshay position and it is therefore appropriate that new guidelines on use of the space should be introduced. Draft guidelines are attached at *Appendix 1*.
- 2.4 The objective of the framework provided by the draft guidelines is to facilitate events and activities that provide a focus for the community and that enliven Bedford Square. It is proposed, however, that events will only be authorized if they:
- a) Create more interest for city centre users;
 - b) Do not raise any health and safety concerns;
 - c) Ensure adequate provision for pedestrian movement through and around the space being used;
 - d) Have a satisfactory relationship with individual retail frontages;
 - e) Are unlikely to cause offence to city centre users, residents and businesses;
 - f) Do not raise public order concerns.

3.0 RECOMMENDATION

- 3.1 **It is recommended that** Members note and support the proposed guidelines for use of Bedford Square.

**JOHN RIGBY
DIRECTOR ECONOMY AND DEVELOPMENT**

**JOHN HARVEY
CITY CENTRE MANAGER**

ECONOMY AND DEVELOPMENT DIRECTORATE

**Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:
None**

BEDFORD SQUARE – USAGE GUIDELINES

DRAFT

1. INTRODUCTION

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

2. BEDFORD SQUARE/PRINCESSHAY SQUARE

Criteria

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

- 2.4 Straight 'commercial events/presentations' will not be permitted in Bedford Square or other areas of public highways within the Princesshay development area, but retailer-led events that add value to the customer experience will be considered on an individual basis. Sign-off will need to be given by the City Centre Manager (*paragraph 2.6 also refers*).

Management Responsibility

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

Diary

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

Access/Event Set-Up

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

3. BEDFORD STREET/CATHERINE STREET

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

4. BUSKING

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

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

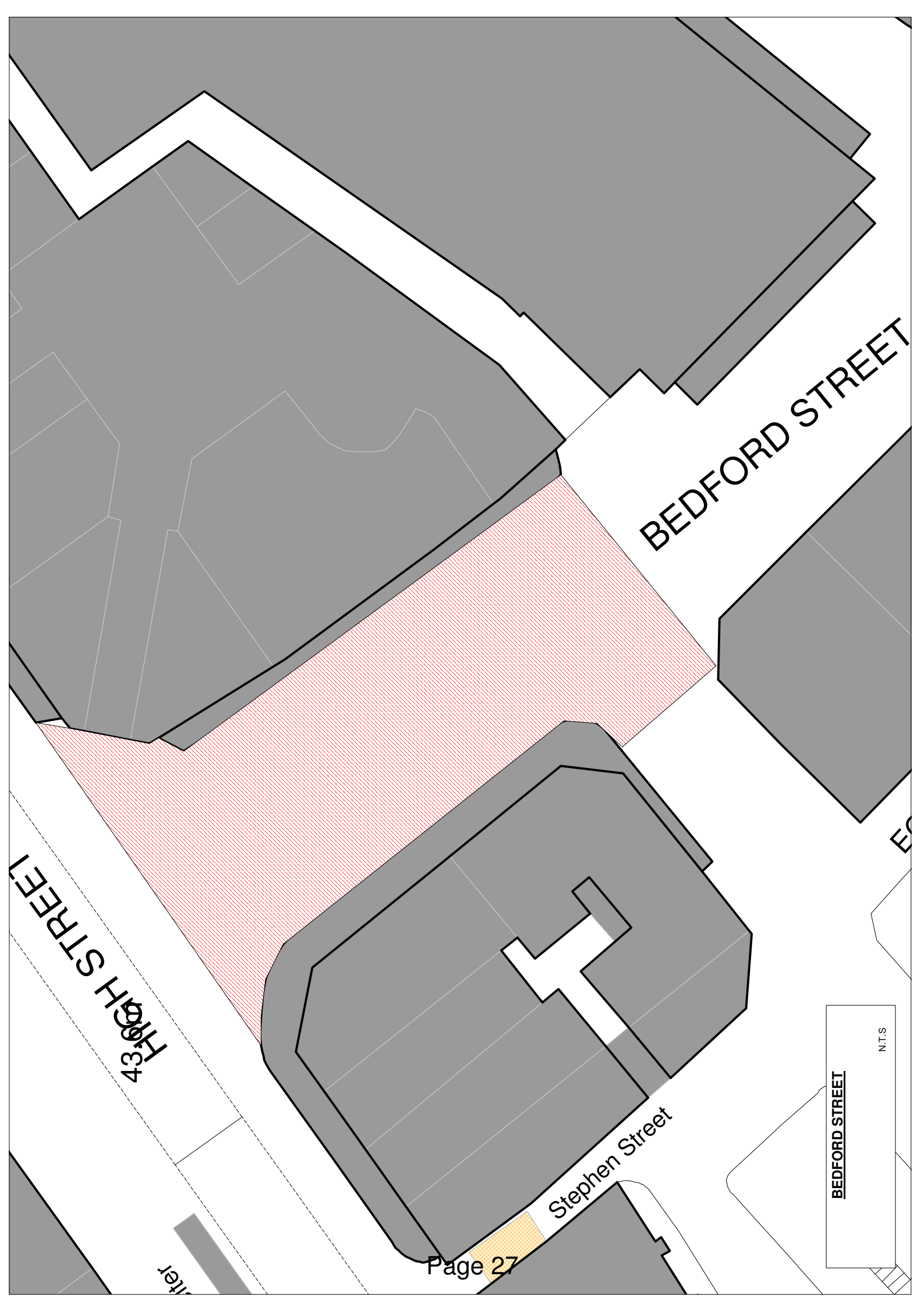
Only one of the pitches marked with a * can be used at any one time.

5. REVIEW

- 5.1 These guidelines will be reviewed by the City Centre Manager in consultation with City and County Council Officers and the Princesshay Centre Management Team on a six-monthly basis. Proposed changes to the Bedford Square guidelines will be reported to the City Centre Management Partnership Board.

JOHN HARVEY
CITY CENTRE MANAGER

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BEDFORD STREET

HIGH STREET

Stephen Street

BEDFORD STREET

N.T.S

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EXETER CITY COUNCIL

EXECUTIVE
18 MARCH 2008

NEW CONSERVATION AREA AT LOWER SUMMERLANDS

1.0 PURPOSE OF REPORT

- 1.1 To consider designation of a new conservation area at Lower Summerlands.

2.0 BACKGROUND

- 2.1 The proposal to designate this area as a conservation area has come about because St Matthew's Church Hall is currently being marketed. Planning Services has had a number of enquiries about the development potential of the site including the possibility of demolition.
- 2.2 This information prompted a survey of the area around the hall, which identifies the townscape as having special architectural and historic interest including a number of listed and locally listed buildings. The hall and adjacent locally listed buildings have no statutory protection against demolition. So that this area has appropriate protection and that future development is guided effectively, it is proposed that the area is designated as a conservation area; without this step there is no means of control over demolition.
- 2.3 An initial appraisal of the proposed area has been prepared and identifies the hall and all other buildings as making a positive contribution. Trees also make a positive contribution. The appraisal is attached with a plan showing the proposed boundary of the conservation area.

3.0 KEY CONSIDERATIONS

- 3.1 The Planning (Listed Buildings and Conservation Areas) Act 1990, defines a Conservation Area as "an area of special architectural or historic interest, the character and appearance of which it is desirable to preserve or enhance, to ensure its value is retained for future generations to enjoy."
- 3.2 Section 69 of the Act states that "*every planning authority shall from time to time determine which parts of their area are areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance and shall designate those areas as conservation areas*"

3.3 Within Conservation Areas, it is the character of the area as a whole that is important and, unlike listed buildings where the decision to list lies with the Secretary of State, judgement is made by the Local Planning Authority on the basis of local and not national criteria. The City Council has set a list of criteria against which new conservation areas or alterations to existing boundaries are measured. In setting these criteria, it is essential that the “specialness”, in the local or regional context, is recognised and the City Council has sought to establish a consistent and responsible approach when considering the extent of designation and its adequacy across the whole of the city. Failure to do so can seriously devalue the status of Conservation Areas and whilst designation can be a legitimate response to a real or perceived threat to the character or appearance of an area, it is still essential to consider first whether an area is of sufficient architectural or historical interest to warrant designation.

4.0 CONCLUSIONS

4.1 The area is of special architectural or historic interest for the reasons outlined in the initial appraisal and is considered to be under immediate or long-term threat of development that could cause harm to its character or appearance.

4.2 Conservation Area status would bring all major demolitions within the conservation area under planning control, thereby allowing any archaeological, building and townscape issues to be discussed and conditioned, where necessary.

4.3 Under the Act, the Council has the power to designate a conservation area on the basis of an officer recommendation. The designation is required to be advertised in the local paper and the London Gazette but there are no other formal requirements. However, the City Council’s normal procedure is to include public consultation in the designation process.

4.4 It is proposed to make an initial designation then undertake public consultation and amend the boundary if necessary.

5.0 PLANNING MEMBER WORKING GROUP

5.1 On 4 March, Planning Member Working Group discussed the proposals and were in favour of the designation. One Member asked why the properties on Heavitree Road were included and one member asked why half of the Triangle car park was included. The properties on Heavitree Road are of a similar age to the terrace at Lower Summerlands. Some are listed and the others are locally listed and being outside a conservation area, there is no mechanism for protection against their demolition if this were ever proposed. Part of the car park is included because it has several trees on its boundary that add to the sylvan character.

6.0 RECOMMENDATION

- 6.1 To designate the area of Lower Summerlands shown on the attached plan as a conservation area with immediate effect and to subsequently undertake public consultation on the proposal.

**RICHARD SHORT
HEAD OF PLANNING SERVICES**

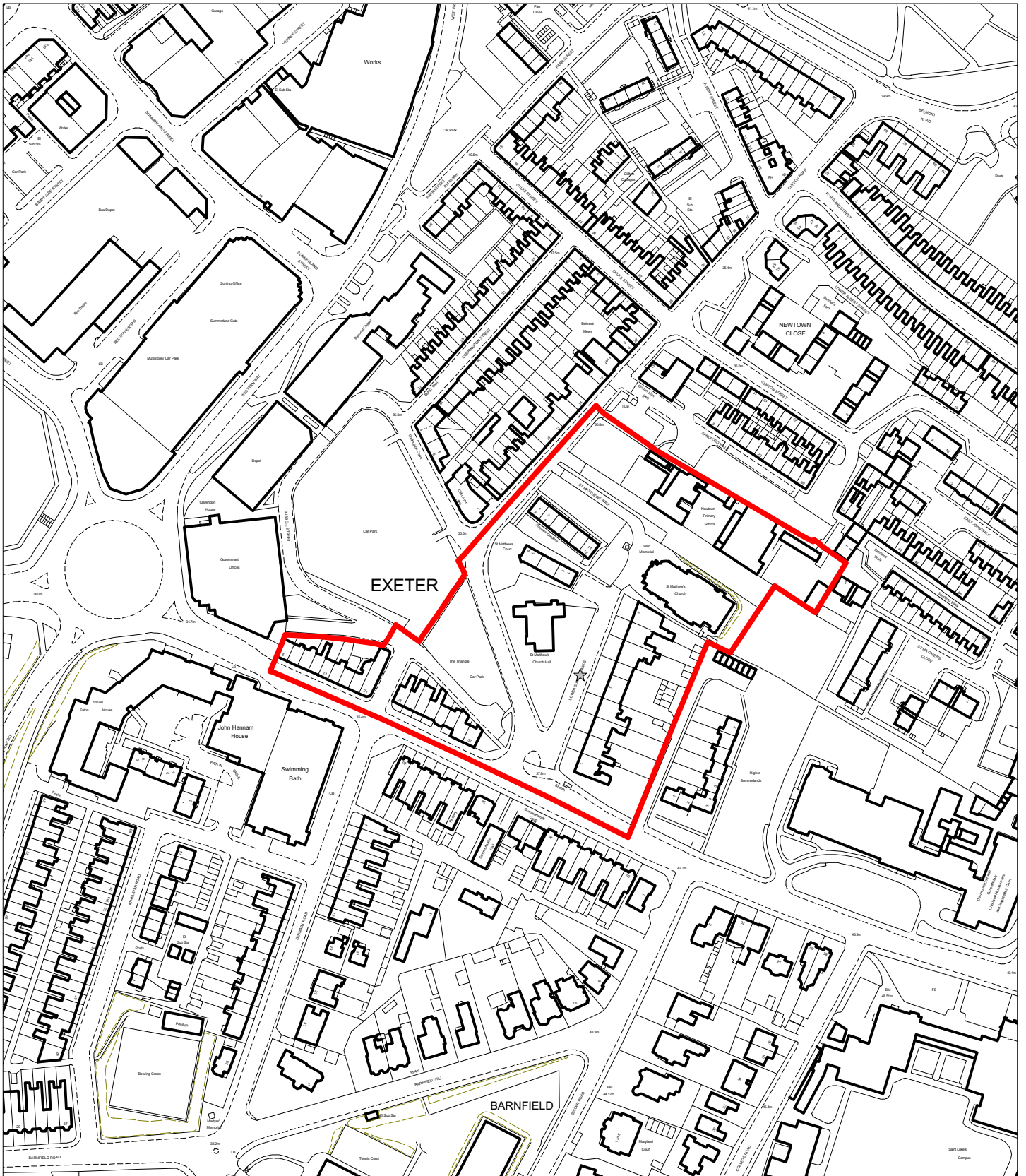
ECONOMY AND DEVELOPMENT DIRECTORATE

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

Background Papers used in compiling the report:-

None

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Scale 1:2500



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13/02/2008

PROPOSED CONSERVATION AREA, LOWER SUMMERLANDS

Plan 3

Planning Services, Exeter City Council, Civic Centre, Paris Street, Exeter, EX1 1NN

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Exeter City Council

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INITIAL APPRAISAL FOR PROPOSED CONSERVATION AREA DESIGNATION AT LOWER SUMMERLANDS

History

The area consists of 5 - 37 Heavitree Road, Lower Summerlands, St Matthew's Church and Church Hall and the Almshouses and flats between and Newtown School.

Newtown was largely rural up until the 19th century. A workhouse had been built in 1671 on the site of the Triangle car park, but this was replaced in around 1700 by a new workhouse on what is now the site of Heavitree Hospital. The original workhouse was converted to the City Hospital but closed when the new Devon and Exeter Hospital opened at Dean Clarke House in Southernhay in 1745. The land surrounding the workhouse was developed with housing in the early 1800's; Lower Summerlands, Higher Summerlands (demolished following the blitz) and Eaton Place on Heavitree Road (numbers 5 – 21).

Newtown School was built as a result of the 1870 Education Act and was opened in June 1874 and the Church and Frances Gardens Almshouses were built in the 1880's to serve the expanding working class population of the new suburb.



Newtown School

The original Church Hall was built after the construction of St Matthew's Church itself and the foundation stone dates from 1933. It was badly damaged during the bombing of 1942 and eventually rebuilt in 1954 to the same plan.

Townscape

The area is in a natural dip in the land and this, together with being set away from the main road and the mature trees in the vicinity, makes it relatively peaceful despite its

proximity to the city centre. The mix of uses in the area; church, church hall, shops, school, offices and residential, give a strong sense of place.

The layout of buildings demonstrates the different stages of development, with the terrace of Lower Summerlands acting as a strong visual feature.

The grain of development varies from the back of pavement commercial terraces along Heavitree Road, the domestic terraces at Lower Summerlands, set back from the road, to the more open public space around the church and school. This variety in grain gives the overall impression of low density relative to the surrounding area and creates the feeling of a leafy suburb rather than a city centre location.

The church hall and its adjacent trees are a central focal point for the townscape. The lime trees on its western boundary are protected by a Tree Preservation Order, made as the trees have a high amenity value that add to the overall character of the area.

Apart from the modern flats at St Matthew's Court, the other buildings are all 19th century and offer a glimpse of typical building types from that age; the road front tall 3 storey townhouses with shops at ground floor, the two storey Georgian terrace of Lower Summerlands, the typical Victorian massing and detailing of the school and the solid Victorian Church.

The impact of the Triangle car park is mitigated somewhat by the tree planting.



The area as viewed from the Triangle car park; screened by mature trees

Architecture

5 – 13 (odd) Heavitree Road, 1 – 4 and 7 – 9 Lower Summerlands are all grade II listed buildings. 15 – 37 (odd) Heavitree Road are locally listed. This range of

protected buildings adds quality to the area and demonstrates the early stages of development.

The School, Church, Church Hall and Almshouses are historic buildings whose presence in the area add to the character and appearance, offering an insight into the development of a 19th century suburb.

The terrace at Lower Summerlands was damaged during the blitz and as a consequence numbers 5 and 6 had to be demolished. However, they were re-built in facsimile, making the front of the terrace complete in its appearance. This is a good example of where a pastiche approach to infill development is appropriate.



Lower Summerlands Terrace

Apart from the stucco terraces on Heavitree Road, the other buildings within the area are all red brick, with the terrace at Lower Summerlands being of a slightly darker, older variety. The school, church and church hall have some stone detailing around the windows and a theme of pointed arches that ties them together as a group.

Frances Gardens Almshouses have lighter brick banding and deeply pointed projecting porches that relate well to the surrounding buildings. However, they are currently undergoing refurbishment that is outside current planning control and the loss of original windows to replacement UPVC equivalents is unfortunate and a clear example of the incremental erosion of historic details that cumulatively harm the city's historic architectural interest.

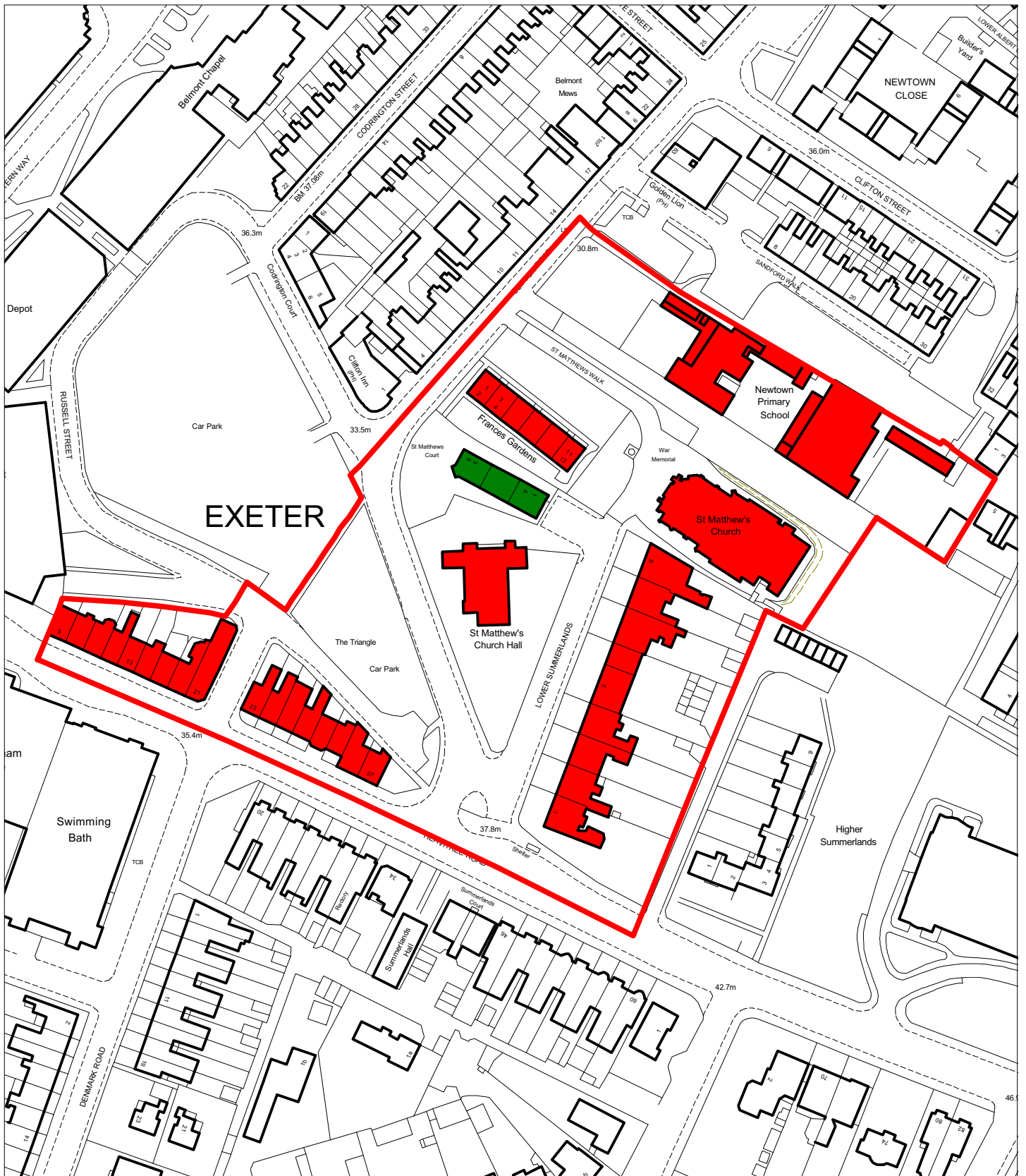


Frances Gardens Almshouses

St Matthew's Court is a small residential development dating from 2003. It's scale, massing, materials and design are simple and in keeping with the surrounding buildings.

Conclusion

The Lower Summerlands area represents a mixed suburban area close to the city centre that contains some important listed buildings and many other unlisted buildings that are of historic and architectural worthy of conservation area designation.



Scale 1:1500



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13/02/2008

Proposed Conservation Area, Lower Summerlands

Building Impacts

- Buildings that make a positive contribution to the character of the area
- Neutral

Planning Services, Exeter City Council, Civic Centre, Paris Street, Exeter, EX1 1NN

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Exeter City Council

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EXETER CITY COUNCIL

EXECUTIVE

18 MARCH 2008

RESULTS OF CONSULTATION ON ST LEONARD'S CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN

1 PURPOSE OF REPORT

1.1 To agree the St Leonard's Conservation Area Appraisal and Management Plan (CAAMP) and proposed amendments to the document for adoption.

1.2 A copy of the proposed document is available in the Members' Room.

2 BACKGROUND

2.1 In July 2007, the Planning Committee agreed the draft St Leonard's Conservation Area Appraisal and Management Plan for public consultation.

2.2 Copies of the document were made available from the Civic Centre and on the Council Website. A public exhibition was held at 27 Magdalen Road on 27th and 28th November 2007. A period of one month was allowed for comments.

2.3 137 people attended the exhibition and 19 written responses were received.

3 BOUNDARY AMENDMENTS

3.1 The document includes the eight proposed amendments to the boundary of the Conservation Area, as shown on the attached plan.

- Area 1 - St Luke's College; The rear wings of the main building, the stone boundary wall to College Road, the central quadrangle and all its surrounding buildings, and all buildings fronting Heavitree Road to Baring Crescent.
- Area 2 - Memorial to the last martyrs to be executed in Exeter, corner of Barnfield Road and Denmark Road
- Area 3 - Fair Park Road (Hurst's Almshouses and 26, 34-44) and 4-38 Temple Road.
- Area 4 – Barnardo Road
- Area 5 - Matford Avenue, Matford Road and Wonford Road and County Hall.
- Area 6 – Wonford Road; Part of The Church of Jesus Christ and the Latter Day Saints.

- Area 7 – Barrack Road; Geneva Close and the hard playing courts of Exeter School.
- Area 8 - Baring Crescent and Midway Terrace; Transfer from the Baring Crescent/Mont le Grand Conservation Area. Further consultation is being carried out on the residents affected by this proposed transfer, the results of which shall be reported verbally at the meeting.

4 PLANNING MEMBER WORKING GROUP

- 4.1 The written representations were discussed and the boundary amendments agreed at Planning Member Working Group on 5 February 2008. One Member asked the extent of Area 7 for deletion and it was confirmed that it was the harsh security fence of the Exeter School playing fields, playing courts and lighting as well as Geneva Close on the corner of Barrack Road and Wonford Road.
- 4.2 Members supported the adoption of the amended Conservation Area, and the Appraisal and Management plan.

5 RECOMMENDATION

- 5.1 That the St Leonard’s Conservation Area Appraisal and Management Plan be adopted and the boundary amended in accordance with the proposals in paragraph 3.1

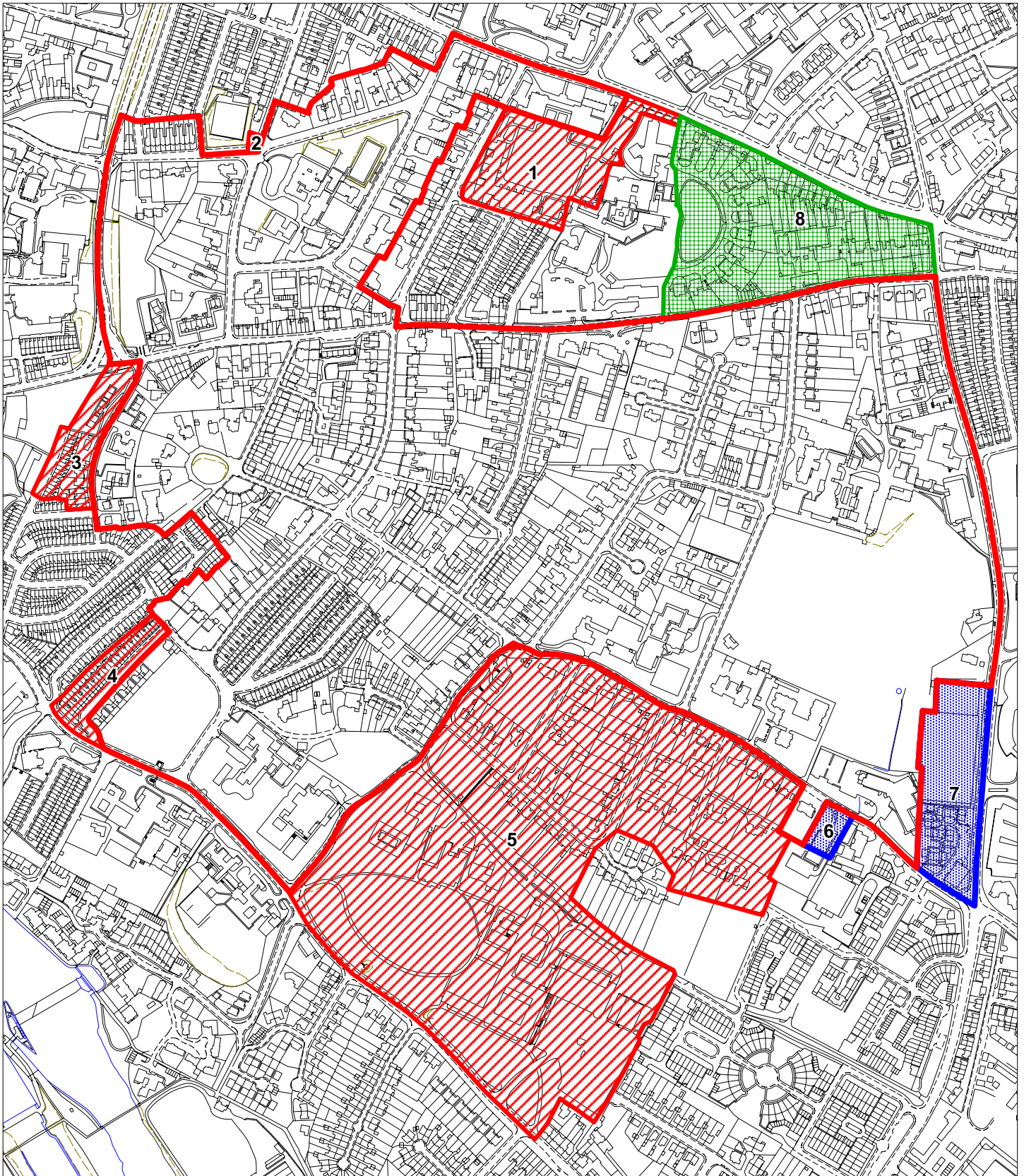
RICHARD SHORT
HEAD OF PLANNING SERVICES

ECONOMY AND DEVELOPMENT DIRECTORATE

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

Background papers used in compiling this report:-

None



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




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29 January 2008

St Leonards Conservation Area Appraisal Boundary Alterations

Plan 1

-  Area deleted
-  Area included
-  Move from adjoining Conservation Area

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EXETER CITY COUNCIL

EXECUTIVE

18 MARCH 2008

THE COUNCIL'S STRATEGIC OBJECTIVES

1 PURPOSE OF REPORT

- 1.1 To advise members of minor revisions to the Council's strategic objectives and the agreed corporate priorities for 2008-09.

2 BACKGROUND

- 2.1 The Council's 2007-2010 Corporate Plan sets out the Council's three-year priorities, or strategic objectives. To recap, the purpose of the Corporate Plan is:

- ◇ To promote understanding and ownership of the Council's priorities and to enable a more effective link between strategic objectives, service plans and individuals' objectives
- ◇ To set out the annual priorities for the Council under each of the strategic objectives
- ◇ To shift to a focus on outcomes and evidence of how the Council is making a difference to the people of Exeter
- ◇ To set out a clear rationale behind the Council's priorities
- ◇ To explain how the Council is responding to community need
- ◇ To enable reporting on progress

- 2.2 In view of the changing policy agenda facing the council, in response to feedback from managers, staff and auditors as part of this year's direction of travel assessment, and to ensure that the council's corporate planning arrangements are fit for future inspection arrangements, a number of minor amendments have been made to the priorities that were agreed in June 2007. These amendments relate to the wording and presentation of the agreed priorities.

- 2.3 Whilst the strategic objectives cover medium term (three year) priorities, it is also important to identify the immediate priorities for 2008-09 and factor these into the Council's corporate planning arrangements. Both the revisions to the strategic objectives and the corporate priorities for 2008-09 are set out in Annex A.

3 RECOMMENDATION

- 3.1 That members note the revisions to the Council's corporate priorities.

STRATEGIC MANAGEMENT TEAM

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Exeter Vision (20 year aspirations)

- 1 City where everyone has a home
- 2 City where the environment is cared for
- 3 Cultural and Fun Place to Be
- 4 City where people are healthy and active
- 5 City of Strong Communities

- 6 Prosperous City
- 7 Accessible City
- 8 Electronic City
- 9 Safe City
- 10 Learning City

● Excellence in Public Service

Strategic Objectives 2007-2010

- 1 Ensure that there are enough well-designed, well-maintained and affordable homes in the city.
- 2 Enhance and protect the environment, minimising the impact of climate change.
- 3 Further improve the character of the city and facilities for culture and leisure.
- 4 Maximise the potential of all our citizens by tackling social disadvantage and deprivation.
- 5 Ensure that Exeter is a buoyant, dynamic and innovative regional city with sustainable growth.

Work with partners to improve the City and the Quality of Life for All

Improve the Council

- 6 Have strong and clear governance arrangements that enable the communities of Exeter to influence and help shape decisions about their locality and the city.
- 7 Use resources effectively and provide high performing, value for money services that focus on customer needs.
- 8 Promote an extremely positive image and reputation and ensure high levels of customer satisfaction.

Corporate Priorities 2008-2009

- 1 Pursue an urban-centric, unitary council for Exeter.
- 2 Ensure that the Council is prepared for success in the 2009 Comprehensive Area Assessment.
- 3 Work with partners to publish a new Sustainable Community Strategy and LAA that will improve the social, economic and environmental needs of an urban Exeter.
- 4 Respond constructively to budgetary pressures by introducing new ways of working that improve the quality and value for money of front-line services.
- 5 Ensure that the community and neighbourhoods are engaged effectively and are able to influence service delivery and spending decisions.
- 6 Drive activity that supports all the Council's strategic objectives, with a particular emphasis on housing in 2008/09.

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EXETER CITY COUNCIL

EXECUTIVE
18 MARCH 2008

LOCAL PETITIONS AND COUNCILLOR CALLS FOR ACTION - CONSULTATION

1 PURPOSE OF REPORT

- 1.1 To inform members and seek a response to the Government's proposals in respect of local petitions and Councillor calls for action.

2 BACKGROUND

- 2.1 The Government is proposing a statutory duty on local authorities to respond to local petitions. The Department for Communities and Local Government (CLG) has commenced a consultation exercise that also takes account of the impact of petitioning on the Councillor call for action process introduced by the Local Government and Public Involvement in Health Act 2007.

- 2.2 The Consultation Paper which has been circulated to Councillors can be downloaded from the CLG website at :
<http://www.communities.gov.uk/publications/localgovernment/petitionscalls>

The consultation runs until 20 March 2008. The Government will then consider the responses received and issue a report on the consultation by 12 June 2008.

3. LOCAL PETITIONS

- 3.1 The Consultation Paper outlines the circumstances in which councils would be deemed to have a duty to respond to a petition, namely that the petition relates to services delivered by the council alone or in partnership; it is organised by a local person; has sufficient local support; and, satisfies requirements on signatures and the form it takes.
- 3.2 The paper proposes that petitions that would be better dealt with by another body would fall outside the duty. It seeks to define "a local person" and proposes a threshold to indicate a sufficient level of support. The Government makes clear its wish that children should be able to petition. It proposes that signatories would be an elector or anyone living, working or attending school in the area. Whilst the majority of petitions take a traditional form, it acknowledges that work is needed to determine how electronic petitions might work.

- 3.3 This Council, like most other authorities, already has procedures in place for responding to petitions and there appears to be no evidence of public dissatisfaction with the Council's performance in this area. The Government's proposals seek to formalise the process by specifying the requirements and definition of a petition.
- 3.4 This Council's Standing Orders currently provide for petitions addressed to the Council or the Lord Mayor to be presented to Council as the Lord Mayor's communications. If the subject matter comes within the jurisdiction of the Executive or any Committee the petition is referred without discussion to the Executive or relevant committee for consideration and report. Petitions, or letters with multi signatures, presented directly to departments would generally be treated in the same way as other requests, comments or complaints in respect of a service including, where appropriate, consideration of the matter by Committee. Petitions or multiple-signatory letters received in response to planning consultations are normally reported to Planning Committee at the time of consideration of the planning application. All petitions received by the Council are given equal consideration regardless of the number of signatories.

4. CALLS FOR ACTION

- 4.1 The Consultation Paper also addresses the introduction of the Councillors call for action, which aligns the provisions of the Local Government and Public Involvement in Health Act 2007 and the Police and Justice Act 2006. All Councillors are able to refer a local matter affecting his or her ward or division to the appropriate overview and scrutiny committee of his or her authority. The Committee is then required to put the matter on its agenda and discuss it at a meeting. The power to refer a matter is available only where the matter is of direct concern to the ward or division which the Councillor represents. A Councillor can refer a matter even if no citizen has asked him or her to consider it.
- 4.2 The paper sets out the situations in which this can be used, but the main focus is on the power of the Secretary of State to exclude some matters from the call for action process, for example planning and licensing matters in order to avoid confusion with already well-defined statutory processes. The consultation seeks views on the matters that should be excluded from the call for action process. Respondents are also asked to highlight key issues on which it would be useful to have guidance.
- 4.3 This Council's Constitution currently allows only members of the Scrutiny Committee to put items on that Scrutiny Committee agenda and it will be necessary to amend the Constitution to reflect this legislation. The majority of requests for action are resolved at service level and this mechanism should only be used as a measure of last resort where efforts to resolve issues through normal channels have failed.

5 CONSULTATION QUESTIONS

The Government wish to take the views of citizens, local authorities, councillors and community organisations on all the details of the proposals set out in the Consultation Paper, but have specifically asked for views on the following questions – a suggested response is set out in italics for consideration by Executive:

(i) Petitions

- (a) The Government believes there should be a statutory duty on local authorities to respond to local petitions. What conditions must be met before a local authority is required to respond formally to a petition?

The Council endorses the view that local authorities should be required to respond to any petition that asks them to consider any issue which falls within their broad functions or shared role as place shaper for the area. Whilst the proposals formalise and in some ways appear to restrict a process which already works effectively in many Councils, it agrees that, if a common framework is deemed to be necessary, it is essential that a workable system is created.

It agrees that petitions which would more properly be dealt with by another public body – such as the example quoted of educational issues which can only be addressed by governors and head teachers of a particular school - should fall outside the proposed new duty.

The Council supports the view that the organiser should be any “local person” who lives or works in the area at the time the petition is submitted. Requiring the organiser to be on the electoral register appears to be unduly restrictive.

- (b) In particular, how should we define the level of support required before a petition must get a formal, substantive response?

- by a fixed number of signatures?
- by a percentage of the electorate in the area?
- by a hybrid of the two?
- or in some other way?

This Council treats all petitions received with equal consideration regardless of the number of signatories. However it acknowledges that some qualification may be necessary to control the additional processes and costs arising from the proposal. The only option that would work in practice would appear to be a number in absolute terms. The options of a proportion of the electorate or of local population are likely to present complex problems.

The proposal to allow electronic petitions is supported. Further work is required on the practical application of this. A validation process for signatories would be desirable in circumstances where it was felt to be required.

The Government's proposals to define the minimum requirements for definition as a petition, in relation to its manner of submission, form and content, appear to be reasonable. Guidance will be welcomed in due course on the Government's proposed three-stage process for presentation of a petition.

(ii) Calls for Action

- (c) What, if any, matters should be excluded from the call for action?

The Government is right to list excluded matters to avoid confusion between this mechanism and other statutory processes such as planning and licensing appeals. The Council has identified no particular additions to the list of exclusions although it would clearly be an inappropriate mechanism to deal with issues of a personal nature relating to individual residents, for example allocation of housing to an individual.

- (d) What guidance should the Government provide on the operation of the Councillor call for action?

Guidance on the operation of the Call for Action process would be welcomed. There are no specific key issues which the Council would wish to highlight for inclusion in the guidance.

(iii) Overall

- (e) Taken together, would petitions and calls for action sufficiently empower communities to intervene with their elected representatives? Should we contemplate other measures?

The Council considers that the proposals for petitions and calls for action adequately fulfil the commitment made by the Government in the Governance of Britain's Green Paper to achieve greater direct empowerment of communities.

- (f) Do you have other views on the operation of the new duty to respond to petitions and the call for action?

The Council has no other views to express on the proposals.

6 RECOMMENDED:-

- (1) That Executive responds to the Department for Communities and Local Government's Consultation Paper on Local Petitions and Calls for Action, specifically in respect of the questions set out in paragraph 5 above; and
- (2) the Council's Constitution be amended to reflect the Councillor Call for Action process, subject to guidance awaited from Government.

ASSISTANT CHIEF EXECUTIVE

5 March 2008

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

Background papers used in compiling this report:-

None

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EXETER CITY COUNCIL

**EXECUTIVE
18 MARCH 2008**

STANDBY PAYMENTS – LOCAL GOVERNMENT PENSION SCHEME CONTRIBUTIONS

1. PURPOSE OF THE REPORT

- 1.1 To report on changes to the Local Government Pension Scheme contributions in respect of standby payments and to consider the options for managing past contributions from employees and from the Council.

2. INTRODUCTION

- 2.1 Standby payments are made in the Council for services such as Housing, BEST and Cleansing to ensure that essential services are maintained during out of hours evenings and weekends and at the RAM Museum to ensure there is someone available to respond to an emergency situation at museums premises.
- 2.2 Payments for standby arrangements have to date not been considered as part of the overall employee's pensionable pay.
- 2.3 In response to a query highlighted to the Devon Pension Services clarification was sought from the Local Government Employers (LGE) Pensions Manager regarding whether or not payments made to employees in respect of standby arrangements should be regarded as pensionable.
- 2.4 This clarification outlined that subject to an employee's agreement to be part of a formal standby arrangement, which then created a contractual obligation to perform their duties, all payments made as a result of this arrangement would form part of the regular feature of the employee's pay. On this basis the standby payment does not fall under the exclusion contained in section 13 (2) of the LGPS Regulation 1997.
- 2.5 Prior to this clarification, pension contributions had not been made by the employees or the Council as it was considered the exclusion outlined in 2.4 had applied to these payments.
- 2.6 Following the advice received all affected employees have been notified that with effect from 1st February 2008 all standby payments will be considered as part of their pensionable pay and subject to LGPS contributions.
- 2.7 Unison/Unite have been consulted and advised of this advice.

3. BACKPAY SITUATION

- 3.1 The issue for consideration is the decision on how to treat historic past contributions up to 31st January 2008 that have not been made to the LGPS.
- 3.2 Further advice from the LGE outlines that ‘technically, a decision that the payments are pensionable would mean that employers should go back and collect both employee’s and employer’s contributions from all past payments. Whether, in reality, the Council chooses to do so will be for it to decide. The employee’s pension benefits will be based on the (now) higher pensionable pay figure even though they and the Council would not have paid the pension contribution on that higher pay for the period it had been paid. The Council’s contribution rate to the pension fund would, as a result, be adjusted at the triennial valuation to reflect any cost to the fund should this prove necessary.
- 3.3 The revised definition of pensionable pay presently affects 32 employees who are all based within the Community and Environment Directorate.
- 3.4 If the contributions were to be back calculated to 2000, when full payroll data on standby is available, the impact would be:

Total Employee Contributions:	£7,525.78
Total Employer Contributions	£25,935.60

Total Pension Contributions: £33,461.38

4. OPTIONS

- 4.1 The options available to the Council are:
- To backdate contributions to 2000 and seek to recover employees’ backdated contributions ranging from individual amounts of £11.12 to £869.41
 - To pay the contributions from 1st February 2008 and absorb any impact of future increases on the Council’s contributions rate if and when effective.

5. RECOMMENDATION

- 5.1 To commence contributions with effect from 1st February 2008 and absorb any future costs within the Council’s contribution rate.

HEAD OF HUMAN RESOURCES

CORPORATE SERVICES DIRECTORATE

5 March 2008

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

Background papers used in compiling this report:

None

EXETER CITY COUNCIL

EXECUTIVE
18 MARCH 2008

ANTI-SOCIAL BEHAVIOUR CO-ORDINATOR POST

1 PURPOSE OF REPORT

To seek members' approval for the temporary post of Community Safety Partnership Anti-Social Behaviour Co-ordinator to be made permanent.

2 BACKGROUND

- 2.1 Anti-social behaviour (ASB) has always featured as a priority theme within the Community Safety strategy, and this has been reinforced by Exeter being awarded Respect Action Area status. The ASB post is also the main contact point with the Respect Task Force – now the Youth Task Force. This involves collating the performance data from agencies across the city, and reporting back on a quarterly basis to Respect. In relation to the ASB post, there is a need for co-ordination across all departments of the Council and partners, and the post could be a single point of contact for all members of the public reporting ASB in the city. There is currently an ASB Case Manager in Housing, dealing specifically with issues arising in and around City Council housing stock. The City Council has a responsibility to take a leadership role in tackling ASB wherever it occurs in the city, regardless of the housing tenure of any perpetrator, since this clearly affects the quality of life of all citizens of Exeter, and this is clearly expected by the government and the Respect Task Force in keeping with our Respect Action Area status.

3. IMPLICATIONS OF TRANSFERRING THE POSITIONS INTO THE CITY COUNCIL

- 3.1 Currently, the roles of both posts involve taking a Partnership view of all matters, and a considerable amount of time is devoted to multi-agency meetings and co-ordination. The Partnership needs to have an officer to co-ordinate the work across the varied and sometimes disparate strands of the Community Safety Strategy. For example, work to improve services and reduce crime amongst young people needs to be balanced with an enforcement approach to tackling ASB. Planning needs to be done to ensure that the work of different Actions Teams is linked in order to avoid either conflict of interest or duplication and waste of resources.
- 3.2 As the council would be fully funding and directly managing the ASB post, there would be an expectation that more of the officer's time would be devoted to support City Council ASB work within the overall Community Safety Strategy. For example, there has been very little planned work done in relation to ensuring the understanding of the Council's responsibilities under Section 17 of the Crime and Disorder Act. The Act

requires that the Council should *‘exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all it reasonably can, to prevent crime and disorder in its area.’* In other words the Council is expected to mainstream crime prevention and community safety into its everyday activities.

Although this may be done in some areas of the council, there is currently no planned or consistent approach to this. This post currently co-ordinates the work being done across the city by police, housing providers, Youth Offending Team, voluntary sector agencies, and this needs to continue.

4 PROPOSAL

4.1 The transfer of the post into the City Council would involve

- A review of the roles and responsibilities of the post to ensure that the Council is providing an effective and efficient response to issues related to Community Safety.
- Job Evaluation of the post

5. RESOURCE IMPLICATIONS

5.1 There are no additional resource requirements associated with the post as funding was agreed in the 2008/9 budget process to compensate for the possible loss of funding as a result of agreements made by the Devon Community Safety Partnership as part of the Local Area Agreement (LAA) process.

6 RECOMMENDED

That the post of Anti Social Behaviour Partnership Co-ordinator becomes a permanent City Council post.

ASSISTANT CHIEF EXECUTIVE

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

Background papers used in compiling this report:-

None

29 February 2008

EXETER CITY COUNCIL

**EXECUTIVE
18 MARCH 2008**

APPOINTMENT OF REPRESENTATIVES TO SERVE ON OUTSIDE BODIES

Where there are no vacancies it will be assumed that, unless otherwise determined by Executive, the sitting Councillor/member of the public will remain as the Council's representative on the respective outside body. Where there are vacancies for which nominations are sought, the name of the previous representative has been emboldened in order for a new name to be put forward.

<u>BODY AND TERM OF OFFICE</u>	<u>CURRENT REPS) AND EXPIRY OF APPOINTMENT</u>	<u>NUMBER OF MEETINGS PER ANNUM</u>	<u>TERMS OF REFERENCE</u>
Central Exeter Relief in Need Charity 4	Cllr P.J. Brock : 06.06.2008 Prof. R. Snowden : 06.06.2008	2	Charity to relieve either generally or individually persons resident in the area of benefit who are in condition of need, hardship or distress by making grants of money or providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of such persons. May cover rest of City if not required in the area.
Court of the University of Exeter 3	The Lord Mayor : 31.07.2008 Cllr Edwards : 31.07.2008 Cllr Mrs Danks : 31.07.2008 Cllr Shiel : 31.07.2008 Dr D Treharne : 31.07.2008	1	Ceremonial with no constitutional function (This body is under review)
Royal Albert Memorial Museum Development Trust Ongoing	Cllr Shepherd (resigned) From 18.03.2008	3	To advance the education of the public by the promotion, support, assistance and improvement of the RAMM including its galleries, displays, collections, amenities and facilities.

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