

## **EXETER BOARD**

Date: Thursday 17 July 2014  
Time: 6.00 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 Howard Bassett, Democratic Services Officer (Committees) on 01392 265107 or email [howard.bassett@exeter.gov.uk](mailto:howard.bassett@exeter.gov.uk)

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

### *Membership –*

Exeter City Council

Councillors Baldwin, Branston, Robson and Sutton

Devon County Council

Councillors Foggin, Hannaford, Hannan, Hill, Leadbetter, Morse, Owen, Prowse and Westlake

Associate Members

Mr Richard Atkins (Exeter College), Sara Bond (Exeter Chamber of Commerce), Simon Bowkett (Exeter CVS), Gillian Champion (Exeter sub-locality of the Eastern Region New Devon CCG), Dr Jonathan Draper (Exeter Cathedral), Iain McDonald (Intern Fath Group), Sophie Hewitt (Exeter University), Angela Pedder (RD & E), Jude Taylorson (Faith Groups) and Sharon Taylor (Devon & Cornwall Police)

### Agenda

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

- 1 **Election of Chair and Deputy Chair**
- 2 **Apologies**
- 3 **Minutes of the meeting held on 28 April 2014**
- 4 **Items requiring urgent attention**
- 5 **Appointment of the Funding Sub Group and to note 30 July and 2 September 2014 as the dates for future meetings**
- 6 **Open Forum**
- 7 **Presentation by Vicky Worthington of Exeter CVS on ExeTRA Private Tenant Project - Item requested by Councillor Hannaford**

(Pages 5 -  
10)

## 8 Reference back from Devon County Council Cabinet

On the 14 May 2014, Devon County Council noted that this Board at its meeting on 28 April 2014 (Minute 43) and in considering a report on the Weed Spraying Programme for 2014/5 in Exeter and the outcome of the Payback Community trial in 2013/14, had resolved that *'in view of the cost and other benefits, the Cabinet be requested to finance three annual weed sprays (and not just one) for an additional approximate cost of £22,000, to be funded from surpluses within the City's On Street Parking Account'*.

The Cabinet was also advised of the new arrangements entered into with Exeter City Council relating to grass cutting which, it was hoped, would help alleviate some of these issues in the future.

It **RESOLVED** that, the views of the Joint Board be noted, but it be advised that use of On-Street Parking income in this way was not permitted under the Road Traffic Regulation Act 1984.

## 9 Devon Youth Service Proposed Location of Exeter Hub

Devon County Council Cabinet on 11 June 2014 identified Exeter 100 Club, Countess Wear as the one youth hub to remain in the city. As part of the recommendations it was suggested that the Exeter Board take a view on the location of this Youth Hub. The Cabinet resolved : *"(d) that with regard to (a) above, the Exeter Joint Board be invited to advise the Cabinet Member for Children, Schools Skills on the most appropriate site/location/venue for the proposed Exeter Hub, having regard to any expressions of interest received from Community Groups and views of interested parties in the City."*

- |    |  |                    |
|----|--|--------------------|
| 10 | <b>Protection of Trees - Item requested by Councillor Hannaford</b>  | (Pages 11<br>- 12) |
| 11 | <b>Housing Strategy - Exeter - Report of Assistant Director Housing</b>  | (Pages 13<br>- 16) |
| 12 | <b>Feedback from Member Representation on Multi Agency Groups</b><br><br>(a) Exeter Health and Well Being Board<br><br>Minutes of the meeting held on 15 April 2014<br><br>(b) Vision Partnership<br><br>Minutes of the meeting held on 12 February 2014   | (Pages 17<br>- 24) |
| 13 | <b>Dates of Meetings 2014/15 and Business</b><br><br>(a) Board Meetings<br><br>Thursday 25 September 2014 – County Hall<br>Thursday 25 November 2014 – Civic Centre<br>Thursday 15 January 2015 – Civic Centre<br>Tuesday 28 April 2015 – County Hall<br>Thursday 23 July 2015 – City Centre<br>Thursday 24 September 2015 – County Hall |                    |

(b) Future Business

Members are asked to consider topics and themes and whether to have sight of the forward plans of the City Council's Executive and the County Council's Cabinet and of Scrutiny Committees.

University of Exeter : Role in the City - September  
Mapping exercise on location/use of properties in the City across both  
Councils - September  
Transition Town Exeter and Economic Development Strategy – November  
Exeter Cultural Strategy  
Exeter Respect

**Date of Next Meeting**

The next **Exeter Board** will be held on Thursday 25 September 2014 at 6.00 pm

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## **EXETER BOARD**

(A Joint Committee of Devon County and Exeter City Councils)

28 April 2014

### Devon County Council

Councillors Foggin, Hannaford, Hannan, Hill, Leadbetter, Morse, Owen, Prowse and Westlake

*(Councillor Prowse left the meeting before the vote on minute \* 43)*

### Exeter City Council

Councillors Sutton (Chairman), Branston, Henson and Mrs Robson

### Associate Member

Mr Pringle (University of Exeter)

### Apologies

Councillor Ruffle (Exeter City Council)

Mr Bowkett (Exeter CVS)

## **\*39 Minutes**

**RESOLVED** that the Minutes of the meeting of the Board held on 27 January 2014 be signed as a correct record.

## **\*40 Open Forum: Youth Service Review**

Ms Wonnacott attended and spoke to the Board under the Open Forum arrangements and referred to the activities at the West Side Youth Centre, St Thomas, Exeter to support young people and the contribution the young people and the Centre made to the wider community with a range of activities, the positive relations with the professional and supportive youth workers, cost of recent refurbishment work at the Centre and the impact of the proposed changes on local communities and young people in St Thomas and across the City.

Members expressed their support for the valued work carried out by the Service and concerns about appropriateness and capacity issues for the voluntary sector in making up possible shortfalls in provision. The Cabinet Member, Economy, Growth & Liaison for Exeter reported that the proposals represented effective use of limited resources through a targeted approach and support for the voluntary sector and that all views submitted as part of the extensive consultation exercise would be carefully considered by the Cabinet and proposals would be brought forward in due course.

The Chairman thanked Ms Wonnacott for her eloquent presentation and expressed her hope for a positive response to the consultation exercise and referred to the long term potential risks for communities in not providing good support for young people.

## **\*41 Trussell Trust: Food Bank at Mint Methodist Church**

Mrs Joy Dunne and Ms Laura Mclver gave a presentation on the work of the Trust's Food Bank in Exeter namely:

- the Food Bank was opened in Exeter in April 2008 under the auspices of the Trussell Trust a Christian Foundation of Church Groups with over 110 local volunteers and operating from the Mint Church in Fore Street, Exeter
- the increasing number (3981 and 755 were children) people who received three days' emergency non-perishable food from Exeter Food Bank in 2013-14, compared to 2886 in 2012-13
- that people could only receive food who were referred from authorised agencies such as GPs, Social Services, CAB, Police, University, Age UK and many others
- families, pensioners, students – people in employment and those trying to find employment were being referred
- donations from supermarkets across the city and from Churches and Schools (especially at 'harvest' time)
- a local farmer had donated a dry, secure barn to store food and the Trust was also renting additional storage
- volunteers would sort the food before it was delivered each week to the distribution centre, where more volunteers pack it and give it to the people with a Food bank voucher.

In response to Members' questions the Trust confirmed that

- their work was different to that of the Devon and Cornwall Food Association which dealt with perishable foods direct from supermarkets/caterers to groups such as voluntary projects including hostels and soup kitchens
- the element of fraud within the process was minimal
- the Trust was currently receiving good financial support from Exeter University Students (Rag Week) but was still in need of larger discrete premises from where it could issue food and larger secure storage facilities and some minimal fridge space and a Micro wave for example
- the Trust would welcome any visits from Members to their operations at the Mint.

The Chairman suggested that the Trust contact Exeter City Council about premises at the Civic Centre from where food could be issued and about warehouse facilities on Marsh Barton for example. The Trust was also invited to submit an application to the Board's Funding Group for support.

The Chairman thanked the Trust for their interesting presentation and for the valuable work they were doing for vulnerable people in the City.

#### **\*42 Exeter College: Role in the City**

The Board received a presentation by the Vice Principal, John Laramy and the Assistant Principal, Rob Bosworth on the strategic role of the College in the City indicating that:

- Ofsted had rated the College as the first outstanding college in Devon and Cornwall and only one of six nationally and other national awards reflecting excellence and achievement
- the wide catchment area covering the whole of Devon
- strands of operation covering sixth form provision, adult education and English as a second language teaching, NEET engagement work, Higher Education, 14-16 vocational school provision and specialist academies – Michael Caines, Flybe, Reach, Enterprise, Journalism, Music, Sport
- the significant impact on the local economy
- the value and importance of partnership collaborative working with key agents such as the County and City Councils, University of Exeter and Exeter Schools and other partnerships such as the Exwick Sports Hub and Barnfield Theatre and the regional Centre of Excellence for Science Technology and Mathematics.

In response to Members' questions the College representatives indicated that within the difficult financial climate partnership work was especially important in achieving common objectives and despite their continued success the College was not complacent but looked to build on its achievements.

Members referred to the central role of the College for young people in the City and opportunities it provided for them for vocational and more practical activities especially for the less academic.

Mr Pringle also referred to the work of the University of Exeter in the City through collaboration with schools, the Royal Devon & Exeter Hospital and through its Guild of Students for example and that he would be happy to make a presentation to a future meeting.

The Chairman thanked the College for their informative and interesting presentation.

**\*43**      **Weed Treatment in Exeter**

The Board considered the report of the Head of Highways, Capital Development & Waste (HCW/14/43) on the Weed Spraying Programme for 2014/15 in Exeter and the outcome of the Payback Community trial in 2013/14

For 2014/15 there was a budget allocation of £343,916, for Weed Treatment County Wide and of that £160,000 would be committed to treatment of Harmful & Invasive Weeds (including Japanese Knotweed and Ragwort), 21,000 to the Community Payback Scheme and the remainder allocated to targeted weed spraying.

Approximately £22,000 of the targeted weed spraying budget was allocated for Exeter and work would be allocated in liaison with Exeter City Council. This would provide for one spray for the financial year. In addition £21,000 had been allocated County wide for Community Payback work which would fund approximately 15-20 days of work to be undertaken in Exeter. The cost of additional two sprays would be approximately another £22,000.

The allocation of a budget to fund Community Payback work followed a successful trial undertaken in Exeter and Newton Abbot areas in 2013/14. The work had proved cost effective in terms of productivity and produced significant social value benefits as detailed in the report to this Board on the 27th January.

In addition to the community payback works Members felt that there was a need for 3 annual sprays and not one as proposed to optimise benefits for the City.

It was **MOVED** by Councillor Hannaford, **SECONDED** by Councillor Branston and

**RESOLVED** that in view of the cost and other benefits the Cabinet be requested to finance three annual weed sprays (and not just one) for an additional approximate cost of £22,000 to be funded from surpluses within the City's On Street Parking Account.

**\*44**      **Exeter Community Grant Fund and Locality Budgets**

(Councillor Branston declared a personal interest in this matter by virtue of being a Board Member of Home Start and the Barnfield Theatre)

The Board considered the report of the Member Funding Group meeting held on 11 March 2014 and budget allocations from the City Council's City and Ward Grants (SC/14/18).

Members noted that additional capital funding of £10,000 per County Councillor was available from the Invest in Devon budget and the Community Support Officer undertook to provide further information for County Councillors.

It was **MOVED** by Councillor Sutton, **SECONDED** by Councillor Hannaford and

**RESOLVED**

(a) that the following Community Grants approved and declined by the Sub-Group be noted:

<b>Name of organisation</b>	<b>Brief description of project</b>	<b>Amount requested</b>	<b>Grant awarded/declined</b>
The Hall @ Stepcote Hill	For assistance to bring fire escape up to current regulations	£3,000	Still awaiting visit deferred
The Barnfield Theatre	For Music Festival on 18-22 February 2014	£5,000	declined
Life Education Wessex	To upgrade Mobile Classroom for Exeter Schools for education in Health & Drug prevention	£5,330	Still awaiting response deferred
Exeter Citizens Advice Bureau	To provide additional specialist advice & information services to clients affected by the welfare changes. Relevant for disabled people as they move to the new Personal Independence Payment	£8,000.00	Agreed £5k
St Sidwells Community Centre	To assist with purchase of computers, printers and networking equipment to run internet café used by vulnerable people with no access to internet.	£6,000.00	Agreed £6k
Exeter Library	To engage with as many children & young people in Exeter to encourage them to use the Library. Presentation given @27.1.14 Exeter Board meeting	£5,000.00	Agreed £5k
PCC St David's Church	To purchase gates for the south entrance of St Davids Church	£7,550.00	Declined
Home-Start Exeter & East Devon	For home visits by volunteers for preventative work	£2,500 or less	Declined
Exeter Network Church	To increase our provision at the weekly drop in centre.	£890.00	Declined
Exeter City FC Football in the Community	For social inclusion work with over 50 NEETS for 30 weeks in Exwick & Wonford	£3,500.00	Agreed £3,500
Exeter Eagles BMX Club	For new block of toilets and second hand clubhouse	£2,454.00	Agreed £2,500
Exeter Eagles BMX Club	For compressor as original is unable to repair	£479.00	Declined
Exeter Parks Watch	To progress a 2 year green communities strategy throughout 2014	£1,893.00	Agreed £1,900
Running Deer CIC	To provide leisure and cultural facilities to the most vulnerable and disadvantaged young people in Exeter	£5,000.00	Pending £5k for further information
Refugee Support Devon	For school project to raise awareness about refugee and asylum issues and to celebrate the skills & talents and contributions of refugees in their local	£645.00	Agreed £645



	community		
Devon & Exeter Armed Forces CFC	To help set up a newly created support centre (18 month project) in partnership with SSAFA	£8,600.00	Agreed £8,600.00
Southelp (Friends of Southernhay House Surgery)	To assist with production of a quarterly newsletter to patients	£800.00	Declined

[NB: Information on members' individual County Council locality budgets spending is available on line at <http://new.devon.gov.uk/democracy/councillor/> and information about the City Council Community Grants scheme is available at <http://www.exeter.gov.uk/index.aspx?articleid=12412>]

**\*45 Feedback from Member Representatives on Multi Agency Groups:**

**(a) Exeter Health and Wellbeing Board**

The Board noted the minutes of the meeting held on 29 January 2014 (CS/14/19).

**(b) Community Safety Partnership – Executive Group**

The Board noted the minutes of the meeting held on 2 October 2013 (CS/14/20).

**\*46 Dates of Meetings 2014/15 and Business**

**(a) Board Meetings**

Dates of meetings were confirmed as follows

Thursday, 17 July (Civic Centre);  
Thursday, 25 September (County hall);  
Tuesday, 25 November (Civic Centre); and  
Tuesday 28 April 2015 (County hall)

All at 6 pm.

**(b) Funding Group Dates**

Dates of meetings of the Funding Group were confirmed as follows:

Tuesday, 1st July 2014 - 2.30pm (County Hall)  
2nd September 2014 – 2.30pm (County Hall)

**(c) Future Business**

The Board noted matters proposed for future meetings:

- (i) Housing Strategy: Exeter (July meeting)
- (ii) Economic Development Strategy (July meeting)
- (iii) Exeter Cultural Strategy (September meeting)
- (iv) University of Exeter: Role in the City
- (v) Mapping exercise on location/use of properties in the City across both Councils

(vi) Transition Town Exeter

(vii) Exeter Respect

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 6.00 pm and finished at 8. 15 pm.

The Minutes of this Board are published on the County Council's Website at:-  
<http://www.devon.gov.uk/dcc/committee/minutes.html>

**REPORT TO:** Exeter Board  
**Date of Meeting:** 17<sup>th</sup> July 2014  
**Report of:** ADCD  
**Title: Protection of Trees**

**Is this a Key Decision\*?**

No

*\* One that affects finances over £1m or significantly affects two or more wards. If this is a key decision then the item must be on the appropriate forward plan of key decisions.*

**Is this an Executive or Council Function?**

**1. What is the report about?**

This report explains the background to local planning authority control on works to trees. A report on this issue has been requested by Cllr. Hannaford, who considers the current policy on regulation and maintenance of trees in the city is not good enough for a built up urban environment and needs to be reviewed.

**2. Recommendations:**

That the report be noted.

**3. Control of Works:**

3.1 Local planning authority powers in relation to trees relate to Tree Preservation Orders and trees in Conservation Areas.

3.2 Local Planning Authorities have power under Section 198 of the Town and Country Planning Act 1990 to make a Tree Preservation Order (TPO) where it appears to them to be:

“expedient in the interests of amenity to make provision for the preservation of trees or woodlands in their area”

3.3 A Tree Preservation Order may protect individual trees, groups/areas of trees or woodlands. In order to determine whether it is expedient to make a TPO, the Local Planning Authority should be able to demonstrate that the amenity value of the tree(s) has been assessed in a consistent way, taking in the following criteria:

Visibility  
Individual impact  
Wider impact

3.4 The Council applies a consistent scoring system that requires trees to achieve 15 points to justify imposition of a TPO. When a TPO is made it needs to be confirmed within 6 months or it lapses. Any objections to the confirmation of a TPO are reported to the City Council Planning Committee.

3.5 The Town and Country Planning Act 1990 also makes special provision for trees located within Conservation Areas. Under section 211 of the 1990 Act, landowners must provide the Local Planning Authority with six weeks prior notification of their intention to carry out works to trees within a Conservation Area, in order that the LPA may assess whether a TPO should be made in respect of the tree.

3.6 In addition to these specific controls, trees are a material consideration in planning decisions so any loss of trees and any replacement planting will be assessed during negotiation and determination of planning applications

#### **4. Current Position:**

- 4.1 There are presently 477 TPO's in force in the city, these protect approximately 2,220 individual trees, there are 32 area orders, 240 group orders and 51 woodland orders. There are currently 20 designated Conservation Areas within the City covering about 10,000 properties where the notification procedure applies.
- 4.2 On average, the Council determines between 70-90 TPO applications and processes between 140-160 notifications for works to trees located in a Conservation Area per annum.
- 4.3 If officers, or members of the public, consider that a tree has amenity value and is under threat then they can request a TPO to be applied. The intention of the system, however, is not to protect all trees only those with significant public amenity value.
- 4.4 TPO's cannot be applied to orchards, trees below a certain dimension of trunk and those that are dead or dangerous.

#### **5. Resource Issues:**

- 5.1 The City Council previously had two officers in the planning service who dealt with tree issues. It now relies on an officer from Teignbridge, one day a fortnight, to provide a specialist arboricultural advice. Other work on tree issues is now covered by planning officers.
- 5.2 The general thrust of Government has been to reduce regulation. Every TPO application and Conservation Area Notification takes about 5-6 hours of officer time to process, costing on average about £200 - £300 each. No application fees can be charged for this work which probably costs about £50,000 - £60,000 per annum.
- 5.3 The Council could make more TPO's by applying the criteria less stringently, however, this would have an ongoing and increasing resources implication. Creating more future TPO applications.
- 5.4 Council's do not apply TPO's to their own or other Councils' property because public authorities are deemed to act responsibly.
- 5.5 While the Council receives many enquiries seeking new TPO's every year, it also receives many complaints from property owners that their inability to undertake works to protected trees poses them a risk and leads to a loss of amenity due to debris and loss of light etc.

#### **Assistant Director City Development**

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

##### **Background papers used in compiling this report:-**

None

Contact for enquires:

Democratic Services (Committees)

Room 2.3

01392 265275

## EXETER CITY COUNCIL

**REPORT TO:** EXETER BOARD  
**DATE OF MEETING:** 17 JULY 2014  
**REPORT OF:** ASSISTANT DIRECTOR HOUSING  
**TITLE:** EXETER CITY COUNCIL HOUSING STRATEGY

i. **Is this a key decision?**

No

ii. **Is this an Executive or Council function?**

Executive

### 1. **What is this Report about?**

This Report comments on the status of Exeter City Council's Housing Strategy and the way forward for this document.

### 2. **Recommendations**

**That the Exeter Board notes the contents of this Report which is for information only.**

### 3. **Reasons for the recommendation**

### 4. **What are the resource implications including non financial resources?**

No extra resources are involved; the Housing Strategy will be delivered within existing budgets.

### 5. **Section 151 Officer comments**

Not applicable.

### 6. **What are the legal aspects?**

There is no legal requirement for a Local Authority to have a Housing Strategy but it is standard practice to have one document that articulates the Authority's vision and priorities, giving strategic guidance to both internal services and external organisations.

### 7. **Monitoring Officer's comments**

Not applicable

### 8. **Report details**

#### 8.1 **Consultation**

The Housing Service has already undertaken widespread consultation over the form and content of the Housing Strategy. This consultation took the form of:

- **Royal Albert Memorial Museum (RAMM):** four separate discussion sessions took place on housing need, housing provision, the role of social housing and the private sector. These were followed by a formal debate between academics, politicians and prominent housing leaders around the key issues affecting housing today.
- **Documentary screening at The Phoenix:** Screening of the film "The Great Estate – the Rise and Fall of the Council House" by Michael Collins followed by a debate by an

invited audience of councillors, charities and other interested parties on the role of social housing.

- **Public consultation at St Stephen's Church:** Members of the public were invited into the church for discussions on their particular issues, and the role of Exeter City Council in the provision of solutions to housing need and the functioning of a healthy housing market.
- **Belmont Chapel council tenant and leaseholder event:** over 80 tenants and leaseholders were consulted for their views on the areas that they wanted the housing service to concentrate on over the coming years
- **An online and paper survey of Exeter citizens:** Over 300 people responded to an online and paper survey asking for their views on a range of housing-related matters

### **8.2 Aims of the new Housing Strategy**

The principal aims of the new Strategy that emerged from the consultation have been established. They are:

1. To support the key strategic aim of Exeter City Council by promoting the economic prosperity of the City.
2. To ensure that people have somewhere to live that is suitable for their needs
3. To work in a joined-up way to help solve people's housing problems
4. To maximise the supply of different forms of quality, environmentally sustainable homes
5. To maintain our Council housing stock to a decent standard and use our position as the largest landlord in Exeter to make housing 'work' for the City

### **8.3 Research project with Exeter University**

One major factor that emerged from the consultation and from officer experience was that our data on housing need and demand in Exeter were very limited. We have information from the Strategic Housing Market Assessment (updated 2010) and from the Devon Home Choice Housing Register but this is either based on secondary data or is unrepresentative of the whole of the City.

Without knowledge of demand we cannot formulate our response in terms of housing solutions with any confidence.

For these reasons we have commissioned a piece of work from Exeter University to look at the following questions:

- How do we measure need not recorded on the Housing Register?
- How do we use that measurement to help us to provide the right housing in the right place?
- What are the housing issues and problems of the people of Exeter in whatever type or tenure of housing they live?
- What are their hopes and aspirations?
- What is the best way of meeting them?
- How is the housing market functioning in Exeter?
- What can we do to improve it?

The Research will largely take the form of a questionnaire directed at people from all backgrounds in Exeter which will be processed and analysed by the University with a Report being presented to Members and senior staff towards the end of the year.

#### **8.4 The way forward**

Once the University research project has been completed and the results evaluated we will be seeking formal approval for the new housing strategy through the City Council's Scrutiny & Executive process early next year.

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

The Housing Strategy will help the Council deliver on its aims to:

- Meet housing needs
- Reduce carbon emissions
- Support Exeter's communities and neighbourhoods

It will also contribute to the following purposes:

- Help me find somewhere suitable to live
- Improve the environment and my neighbourhood
- Maintain the assets of our city
- Deliver good development
- Help me get back to financial independence
- Keep my city safe and looking good
- Enable me to have my say and be heard

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

The assessment and mitigation of risks will form part of the Strategy.

#### **11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?**

The impact on all these groups will be beneficial and will be elaborated on in the Strategy itself.

#### **12. Are there any other options?**

No

#### **Assistant Director Housing**

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

#### **Background papers used in compiling this report:-**

None

Contact for enquires:  
Democratic Services (Committees)  
Room 2.3  
01392 265275

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## EXETER HEALTH AND WELLBEING BOARD

Tuesday 15 April 2014

### Present:-

Gillian Champion (in the Chair)	Clinical Commissioning Group
Councillor Owen	Exeter City Council
Councillor Prowse	Exeter City Council
Councillor Westlake	Devon County Council
Dr Virginia Pearson	Public Health, Devon County Council
Ruth Gale	Public Health, Devon County Council
Patsy Temple	Public Health, Devon County Council
Julian Tagg	Exeter City Football Club
Matt Evans	Active Devon
Martyn Rogers	Age UK Exeter
Simon Bowkett	Exeter CVS
Robert Norley	Exeter City Council
Dawn Rivers	Exeter City Council
Howard Bassett	Exeter City Council

### Also Present

Sarah Gibbs	Consultant in Public Health
Dr Peter Aitken	Devon Partnership Trust
Jane Clarke	Devon Partnership trust
Nigel Tremlett	Transform Research Consultancy Ltd

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### **APOLOGIES**

These were received from Councillors Edwards and Leadbetter and Jayne Henson.

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### **MINUTES OF THE MEETING HELD ON 29 JANUARY 2014**

Subject to the deletion of Min. No. 1 and the amendment of the last sentence in the last paragraph of Min. No. 8 to read - "The latter referred to the lack of 3G and 4G all weather surfaces in Exeter.", the minutes of the meeting held on 29 January 2014 were agreed as a correct record.

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### **SIGNING OF LOCAL GOVERNMENT DECLARATION ON TOBACCO CONTROL**

Dr Virginia Pearson, Public Health Director for Exeter and Karime Hassan, Chief Executive of Exeter City Council signed the Declaration on Tobacco Control.

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### **EXETER SELF MANAGEMENT AND INTEGRATION PILOT**

Sara Gibbs spoke about a joint health and social care integration pilot in Exeter, partners including Devon County Council, Exeter City Council NEW Devon CCG, the RD&E Hospital, the Devon Partnership Trust and the voluntary sector. She used an example of a fictional case study to illustrate a holistic approach to long term patient care covering proactive self care and prevention, single point of access to community service and co-ordinated care involving carers and the voluntary sector.

She explained the issues and problems that it was hoped to address through this joined up approach and what the work was trying to achieve through the intended

pilot in Exeter. People with long term conditions were frequent users of health care services and treatment and care for those with long term conditions accounted for 70% of the health budget. The aim of the project was to improve health outcomes and patient experience, reduce whole system costs and unplanned hospital admissions and to improve adherence to medication.

Following a meeting at Chief Executive and Finance Director level in January, a further meeting was scheduled for May with a report anticipated by October.

Board Members welcomed the pilot and referred to the importance of a joined up approach across the agencies as well as the involvement of the voluntary sector in the care pathways. There was a suggestion that an allocated co-ordinator for individual patients would help ensure that support was multi disciplinary where needed and therefore avoiding a more “funnelled” approach within individual support silos. Simon Bowkett stated that this coordinator role mirrored that of the proposed volunteer support to policing which was currently under discussion. He also referred to the forthcoming reduction in the Carers Hospital Discharge Fund and funding available from the BIG Lottery Commissioning Better Outcomes Fund until 2016 for GP based co-ordinators examining social pressures. The bid had to be made by a commissioning body.

<http://www.biglotteryfund.org.uk/sioutcomesfunds>

**RESOLVED** that the presentation be noted.

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### **NEIGHBOURHOOD HEALTH WATCH PILOT - HEAVITREE**

Dr Peter Aitken spoke on the presentation on the Neighbourhood Health Watch, a co-creation between the County Council, Westbank and the NEW Devon CCG. Mirroring the example of Neighbourhood Watch, Neighbourhood Health Watch sought to combat loneliness and isolation which caused stress and anxiety, physical health problems and was the leading cause of death in the over 75's. The vision was to reverse the existing balance in the treatment of health and social care needs where the greatest proportion of support currently came from statutory service, then from volunteer and support services including businesses and lastly from Neighbourhood Health Watch.

Steps needed to set up a Neighbourhood Health Watch were set out and examples given of local schemes including Newton St Cyres, Heavitree, Lymptone, Budleigh Salteron, East Budleigh as well as Hedge End in Southampton.

He enlarged on the work of Food Neighbours in the latter two Devon towns and Jane Clarke detailed the work in other areas. To date, early schemes had been based in rural villages and hence in relatively tight-knit communities with existing support networks and groups. Impact in urban areas was less clear at this stage and pilots were underway in Sidmouth and Ilfracombe. Coppleshill, Sandford, Longdown and Moretonhampstead were other examples. Moretonhampstead was set up through the existing Moor Care group and in Exeter, the Heavitree project, was being led by the existing Park Life group. She reported that the degree of contact varied, for example, there had been few calls to the Longdown coordinator (the pub landlord) although it was notable in all areas that 999 calls had reduced. In Exeter, the Heavitree scheme, using the existing Park Life group, was collaborative and inclusive.

The importance, role and availability of volunteers as well as the need for appropriate governance arrangements were discussed and the distinction between good neighbourliness and more formal volunteering structures was recognised. Simon Bowkett referred to the PCC seeking volunteer participation for policing

initiatives and for the need for recognition of necessary capital investment to back the voluntary sector in supporting volunteers.

Councillor Owen referred to the City Council work with Bicton College in respect of training and structures for volunteering support as part of the parks and open spaces project and it was agreed that an appropriate area in Exeter should be identified to pilot another urban Neighbourhood Health Watch group in the City. St James, where the St. James Neighbourhood Forum was already successfully established, was suggested.

**RESOLVED** that:-

- (1) the report be noted; and
- (2) Robert Norley and Dawn Rivers liaise with Councillor Owen to identify appropriate areas in Exeter for identifying another pilot area for the scheme in the City.

18

### **EXETER COMMUNITY SERVICES SURVEY REPORT**

Gillian Champion reported on the Exeter Sub-Locality of Northern, Eastern and Western Devon Clinical Commissioning Group “pop-up-shop” event at the Guildhall on 29 November 2013 when the public had been offered the opportunity to talk to Commissioners and express their views on plans for the future healthcare provision in the area. The participants had completed a survey and she enlarged on the published results.

A follow up event was scheduled for 27 June 2014 in St. Stephens Church to further seek the views and requirements of Exeter residents on health provision in the City. A greater focus on health and well being issues and developing the associated community hub, as opposed to the health service hub, should be encouraged.

**RESOLVED** that the position be noted.

19

### **EXPAG - REPORT ON NEW TERMS OF REFERENCE AND MINUTES OF FIRST CON-JOINED MEETING IN FEBRUARY**

The Assistant Director Environment updated the Board on the formation of the Exeter Physical Activity Development Group (ExPADG) and of a successful first meeting on 5 February 2014, the minutes of which were circulated, together with a draft terms of reference of the group.

**RESOLVED** that the Board approve the terms of reference of the Exeter Physical Activity Development Group.

20

### **PHYSICAL ACTIVITY PRIORITY 1**

The Public Health Specialist outlined progress on the social marketing behaviour change scoping review project work agreed at the last meeting as the groundwork for seeking to understand the behaviour change required from individuals and providers to increase physical activity levels in Exeter. The full report would be ready in early May and would bring together data, the latest research and the engagement work with professionals and residents in the City into one place.

It was necessary to gather evidence of Exeter residents’ levels and opinions of physical activity and Nigel Tremlett of Transform Research Consultancy Ltd had been commissioned to undertake focus groups with adults of 30-50 age range in

and out of work in the City. He summarised the preliminary findings from these. Three groups had been set up, one with City Council employees at the Civic Centre, one with residents and volunteers at the Sidwell Street centre and one with employees on Marsh Barton, with a further group with young families in the Mincinglake/Beacon Heath area to provide an urban comparison to the Access to Green Spaces work being carried out for the local nature partnership.

Nigel reported that the three main barriers to engaging in more physical activity were family commitments, time and cost. The former reflected the focus on the 30's and 40's year old segment of the Exeter population in the research and the latter the coverage of low income groups. The term physical activity was viewed in a negative light by many and in both the Sidwell Street and Mincinglake groups there had been a surprising indifference to taking advantage of the proximity of Dartmoor/green space. Marsh Barton workers had referred to the need for employers to encourage sporting/physical activities and to be more flexible in lunch break provision for this purpose. There had been a suggestion that providers of sport and other activities for children should be approached with view to the provision of activities for parents at the same time, for example, exercise classes while children are enjoying swimming/football/dance sessions.

Members referred to walking and cycling initiatives already established in the City which could provide possible solutions to some of the issues raised by the focus groups. Active Devon referred to a possible lottery bid for informal sports programmes that could be developed in partnership to access funds to support activity to address some of these issues. The evidence would be collated and the results written up in a full report by Nigel. This report, and the full behaviour change scoping report, would be considered by the Exeter Physical Activity Development Group before reporting back to the Board at the next Health and Wellbeing meeting in July.

**RESOLVED** that the full Behaviour Change scoping review and primary research be reported at the next Board meeting.

21            **THE NEW HEALTH LANDSCAPE - OVERVIEW OF THE NEW STRUCTURE**

**RESOLVED** that the NHS and new Devon CCG structures be noted.

22            **DATES OF FUTURE MEETINGS**

Tuesday 8 July 2014  
Wednesday 3 September 2014  
Tuesday 11 November 2014  
Tuesday 3 February 2015  
Tuesday 14 April 2015  
Tuesday 7 July 2015  
Wednesday 2 September 2015

(The meeting commenced at 2.00 pm and closed at 4.30 pm)

Chair



## Exeter Vision Partnership

### DRAFT MINUTES

12<sup>th</sup> February 2014  
Civic Centre

	Action
<p><b>Present</b> Peter Lacey, Exeter Business Forum (Chair) Karime Hassan, Exeter City Council Cllr Rachel Sutton, Exeter City Council Bob Challacombe, Telecoms Consultant Ian Tearle, Public Health, DCC Derek Phillips, Chamber of Commerce Simon Bowkett, Exeter Council for Voluntary Service Norman Shiel, Exeter Senior Council Richard Ball, Exeter City Council Dave Underwood, Met Office</p> <p><b>In attendance</b> Gill Wheelwright (ECC - minutes) George Arnison, Environment Agency Sarah Ward, ECC Catherine White, ECC</p> <p><b>1. Introductions and Apologies</b></p> <p>Apologies were received from Richard Atkins, Jonathan Draper, Rob Varley, Sean Fielding, Dom Jinks, Andrew Leadbetter, Susan Warran and Chris Eastwood.</p> <p><b>2. Minutes of Meeting 7<sup>th</sup> November and Matters Arising</b></p> <p>The minutes of the meeting of 7<sup>th</sup> November 2013 were agreed.</p> <p><b>3. Exeter Flood Defence Scheme</b></p> <p>George Arnison updated partners on the scheme. It was estimated the preferred scheme would raise the standard of protection for the city from a 1 in 40 year annual risk up to 1 in 100 year risk. Costs have increased slightly, but the value of benefits has also increased. The schedule to meet requirements for spend is still very challenging.</p> <p>Stage 1 will deliver some benefits in its own right and as works can be carried out under permitted development will start on site in late spring/early summer. Detailed design for stage 2 began in December and a planning application is being prepared for autumn. Construction will start in spring 2015 and the scheme should be complete by 2017.</p> <p>The scheme has been designed to deal with the largest possible flow capacity. The biggest physical constraint to the flow is the capacity of the bridges, which could not be</p>	

addressed within the current budget. This leaves a residual risk of flooding so Community Flood plans still need developing, and development control must still be applied in risk areas. If climate change proceeds as predicted, the 1 in 100 year level of protection will degrade over time, and the EA is planning a short climate change study to look at what the next generation of strategic planning might require.

The Network Rail and Cowley Bridge end of the scheme was on hold while Network Rail worked up design studies, once these were finalised the EA would liaise with them on a joined-up solution.

The scheme at Exeter Quay was discussed. The initial proposal included flood banks and a flood wall, with pop-up barriers on the quayside. However, reductions in the EA's revenue budget mean they are unable to manage new active defences, and ECC is also unable to take on maintenance. Alternative solutions such as a flood wall with gates, or a set-back line of defence and additional IPP will be explored, and another option is to ask the community to look after these defences, but this issue has to be resolved within the next month in order for the scheme to remain on target.

### **Discussion**

It was agreed to liaise with the Exeter Canal and Quay Trust on potential solutions at the quay. BC and DP offered to raise this with their respective organisations and discuss with the ECQT as appropriate. The EVP would come back to the EA with a view on how the issue could be resolved.

**BC and  
DP**

## **4. Rugby World Cup Legacy**

Cath White presented an overview of the Rugby World Cup (RWC) background and legacy. Exeter is hosting three matches at Sandy Park in 2015, bringing a range of tourism benefits, offering volunteering opportunities (similar to the 2012 Gamesmakers) and leaving a legacy for the city to build on. The city will be vibrant for the World Cup, and the legacy will look at how we can reap long-term benefits across the city.

A RWC steering group and sub-groups have been established. Cath chairs the legacy sub-group, and has worked with the College, University, neighbouring LA's, DCC and the Exeter Health and Wellbeing Board to develop the outline legacy: "To maximise short and long-term benefits across a range of economic, social and community factors involving businesses, residents and tourists from far and wide."

Five key legacy themes have been established:

T1 - Increasing participation in rugby for all

T2 - More opportunities for women/girls to play rugby

T3 - Increasing involvement in a wide range of sports and physical activities

T4 - Maximising economic benefits

T5 - Promoting stronger and supportive communities

The RWC legacy ties in with the Exeter Health and Wellbeing Board aim of Exeter becoming the being the most active city in the SW by 2018. Ian Tearle explained the legacy has to move forward against a difficult background context of changes in public sector resourcing and service delivery, economic challenges in the private sector, and an emphasis on people taking more responsibility for their communities.

We need to consider how we can support the quality of life for young and old, and encourage people to think about their health and life opportunities against a hierarchy of needs. Education and employment are the two biggest factors in deprivation and there is an opportunity to utilise the social return on the investment in the RWC, encouraging volunteers and participants from the business sector to invest in the community and ensure that where possible the benefits are sustainable.

It will be a real challenge to achieve long-term sustainable benefits, and the EVP was asked to consider what they a fitting legacy for the city might be.

### **Discussion**

A range of ideas are already being developed around the first three legacy themes, including looking at training and activities for NEETS, developing a pool of volunteers, engaging with clubs and increasing opportunities in schools. Themes T4 and T5 has fewer tangible ideas and this is where the EVP could help to shape the legacy, advising on how to derive economic benefits and develop community benefits.

In spite of continued economic growth there are still communities who have not benefited, and the EVP could look at how we engage with these communities. Some areas have had experience of repeated short-term projects and a longer-term strategy was needed, with the RWC providing a potentially different route of engagement.

Bob and Derek offered to meet with Cath to look at T4 and T5 and consider where resources are going, how the EVP can add value, and how to measure success.

CW, DP,  
BC

## **5. Any Other Business**

### **Business Improvement District (BID)**

John Harvey informed partners on progress with development the City Centre Strategy and the BID. The Strategy had been delayed slightly while the City Centre Partnership Board was re-constituted, however, activity listed in the draft action plan was being implemented through the Night Time Economy group, and the Chamber was leading on development of the BID, which is a key objective in the draft Strategy.

Compared to many, the city is doing well at a retail level, but some of the recovery is a little fragile, and businesses could make a real difference to the city by engaging and investing in collaborative schemes such as the BID.

There was currently no real recognition that ECC and public agencies may have to cut back on the level of support and activity provided within the city and this was a difficult message to communicate.

### **Bus Station Site**

Karime Hassan gave a brief overview of progress. Land Securities have now developed a viable, comprehensive scheme which will offer a major modern leisure and fitness development to complement what we already have in the city.

The retail element has been pared back, with more space for cafes and restaurants, and more public space, including an amphitheatre area. Land Securities will be undertaking a public consultation later in the year, and once approved, the scheme will take four years to complete.

### **Broadband**

Upgrades to fibre at the Exminster exchange would be starting in March, and all of Exeter's exchanges would be upgraded over the coming year. The Science Park provision was also moving ahead. There was still a need to push for business upgrades, but it was agreed that overall progress was positive.

## **6. Date of Next Meeting**

- **5 November 2014 at 5.00pm**

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