



Exeter City Council

A meeting of **EXETER CITY COUNCIL** will be held at the **GUILDHALL, HIGH STREET, EXETER** on **TUESDAY 25 JULY 2017**, at 6.00 pm, at which you are hereby summoned to attend. The following business is proposed to be transacted:-

	Pages
1 Minutes	
To sign the minutes of the Ordinary Meeting held on 25 April 2017 and of the Annual Meeting held on 16 May 2017.	3 - 14
2 Official Communications	
To receive minutes of the following Committees and to determine thereon:-	
3 Planning Committee - 24 April 2017	15 - 30
4 Planning Committee - 22 May 2017	31 - 36
5 Planning Committee - 26 June 2017	37 - 42
6 Licensing Committee - 18 July 2017 - To follow	
7 People Scrutiny Committee - 1 June 2017	43 - 52
8 Place Scrutiny Committee - 12 June 2017	53 - 64
9 Corporate Services Scrutiny Committee - 22 June 2017	65 - 70
10 Audit and Governance Committee - 21 June 2017	71 - 76
11 Strata Joint Scrutiny Committee - 15 June 2017	77 - 84
12 Strata Joint Executive Committee - 20 June 2017	85 - 92
13 Executive - 13 June 2017	93 - 96

Office of Corporate Manager Democratic & Civic Support

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14 Executive - 11 July 2017

Minute 71, 72 and 73 will be considered by Extraordinary Council on 19 July 2017.

97 - 106

A plan of seating in the Guildhall is attached as an annexe

Date: Monday 17 July 2017

Karime Hassan
Chief Executive &
Growth Director

NOTE: Members are asked to sign the Attendance Register

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THE MEETING OF EXETER CITY COUNCIL

Guildhall
Tuesday 25 April 2017

The Right Worshipful the Lord Mayor (Cllr Thompson)
The Deputy Lord Mayor (Cllr Holland)
Councillors Ashwood, Baldwin, Bialyk, Brimble, Denham, Edwards, Foale, Foggin, Gottschalk, Hannaford, Hannan, Harvey, D Henson, Mrs Henson, Leadbetter, Lyons, Mitchell, Morse, Newby, Owen, Packham, Pearson, Prowse, Robson, Sheldon, Sills, Spackman, Sutton, Vizard, Wardle and Warwick

18 **MINUTES**

The minutes of the Extraordinary meeting and the Ordinary meeting held on 21 February 2017 and the Extraordinary meeting held on the 21 March 2017 were moved by the Leader and seconded by Councillor Sutton, taken as read and signed as correct.

19 **APOLOGIES**

Apologies for absence were received from Councillors Branston, Lamb, Musgrave and Wood.

20 **PLANNING COMMITTEE - 13 FEBRUARY 2017**

The minutes of the Planning Committee of 13 February 2017 had previously been presented at the meeting of Council on 21 February 2017 and had been inadvertently replicated on the agenda for this meeting.

21 **PLANNING COMMITTEE - 20 MARCH 2017**

The minutes of the Planning Committee of 20 March 2017 were presented by the Chair, Councillor Sutton, and taken as read.

RESOLVED that the minutes of the Planning Committee held on 20 March 2017 be received.

22 **PLANNING COMMITTEE - SPECIAL - 27 MARCH 2017**

The minutes of the Special Planning Committee of 27 March 2017 were presented by the Chair, Councillor Sutton, and taken as read.

RESOLVED that the minutes of the Special Planning Committee held on 27 March 2017 be received.

23 **LICENSING COMMITTEE - 28 MARCH 2017**

The minutes of the Licensing Committee of 28 March 2017 were presented by the Chair, Councillor Spackman, and taken as read.

RESOLVED that the minutes of the Licensing Committee held on 28 March 2017 be received.

24

PEOPLE SCRUTINY COMMITTEE - 2 MARCH 2017

The minutes of the People Scrutiny Committee of 2 March 2017 were presented by the Chair, Councillor Wardle, and taken as read.

RESOLVED that the minutes of the People Scrutiny Committee held on 2 March 2017 be received.

25

PLACE SCRUTINY COMMITTEE - 9 MARCH 2017

The minutes of the Place Scrutiny Committee of 9 March 2017 were presented by the Chair, Councillor Brimble, and taken as read.

RESOLVED that the minutes of the Place Scrutiny Committee held on 9 March 2017 be received.

26

CORPORATE SERVICES SCRUTINY COMMITTEE - 23 MARCH 2017

The minutes of the Corporate Services Scrutiny Committee of 23 March 2017 were presented by the Chair, Councillor Sheldon, and taken as read.

RESOLVED that the minutes of the Corporate Services Scrutiny Committee held on 23 March 2017 be received.

27

JOINT STRATA SCRUTINY COMMITTEE - 16 MARCH 2017

The minutes of the Strata Joint Scrutiny Committee of 16 March 2017 were presented by Councillor Lyons and taken as read.

RESOLVED that the minutes of the Strata Joint Scrutiny Committee held on 16 March 2017 be received.

28

JOINT STRATA EXECUTIVE COMMITTEE - 27 MARCH 2017

The minutes of the Strata Joint Executive Committee of 27 March 2017 were presented by Councillor Edwards, and taken as read.

RESOLVED that the minutes of the Strata Joint Executive Committee held on 27 March 2017 be received and, where appropriate, any recommendations contained therein approved.

29

EXECUTIVE - 14 MARCH 2017

The minutes of the Executive of 14 March 2017 were presented by the Deputy Leader, Councillor Sutton, and taken as read.

RESOLVED that the minutes of Executive held on 14 March 2017 be received and, where appropriate, adopted.

30

EXECUTIVE - 11 APRIL 2017

The following Councillors declared disclosable pecuniary interests as Directors of the Estuary League of Friends and left the meeting during consideration of the item.

COUNCILLOR	MINUTE
Baldwin	53
Leadbetter	53

The minutes of the Executive of 11 April 2017 were presented by the Leader, Councillor Edwards, and taken as read.

In respect of Minute 44 (Leisure Complex and Bus Station Programme Board Minutes - 22 March 2017) and in response to a Member, the Leader reported that contract discussions were on-going and that an update report would be made to Members as soon as possible.

In respect of Minute 47 (Public Engagement in the Democratic Process and Webcasting) Councillor Prowse, seconded by Councillor Newby, moved an amendment to recommendation (3) to remove the word "not". A Member, in supporting the motion, felt that the very essence of Council business was vested in the Leader and that the public liked to see the response of this postholder to the issues of the day.

The Portfolio Holder for Support Services stated that the issue of public engagement had been thoroughly considered at the Corporate Services Scrutiny Committee prior to Executive with support for the recommendations with another Member pointing out that the public were able to put questions to the Council's three Scrutiny Committees as well as the Exeter Board. The Leader added that the public were also able to put questions via their Ward Councillors for raising at Council meetings.

Another Member remarked that webcam coverage of County Council meetings received a minimal number of hits.

The amendment proposed by Councillor Prowse was put to the vote and lost.

The substantive motion was put to the vote and carried

In respect of Minute 53 (Estuary League of Friends), a Member thanked the Council for the loan of £500,000 to the League of Friends which undertook excellent work in support of the ill, the elderly and the disadvantaged, not only in Topsham, but across the City as well as outlying areas.

RESOLVED that the minutes of Executive held on 11 April 2017 be received and, where appropriate, adopted.

31 **NOTICE OF MOTION BY COUNCILLOR PACKHAM UNDER STANDING ORDER
NO. 6**

Councillor Packham, seconded by Councillor Foale, moved a Notice of Motion in the following terms:-

Education Motion

This Council notes the concerns regarding education funding expressed by the Devon Association of Secondary Heads and the Devon Association of Primary Heads. In an unusual letter to County Councillors, Heads from Local Authority schools and academies across Devon have expressed "serious concerns about escalating funding pressures" and describe the situation as "a real crisis in point in the immediate future".

This Council further notes that the cumulative impact of the “National Funding Formula” and an 8% real terms cut by 2020 means, on average, each Exeter student faces a cut of £420 in annual funding comparing 2015/16 with 2019/20.

This Council notes that the stated aim of the proposed National Funding Formula was to bring fair funding to schools in Devon, bringing funding closer to the national average (Devon currently receives £290 per pupil less). The proposed increase by 2019/20 would increase overall funding for the County by just 0.38%.

This Council notes the further impact of the £2.22 million transfer in the Designated Schools Budget to the High Needs Block to cover a deficit in the budget for children with special educational needs and disabilities which will result in a further reduction in funding of £33 per pupil in every Devon School.

This Council believes that Exeter pupils, and pupils across Devon, deserve better: a fully funded and properly resourced education system.

This Council resolves to write to Justine Greening, Secretary of State for Education, and Nick Gibb, Schools Minister (as requested by the Devon Association of Primary Heads and the Devon Association of Secondary Heads) expressing our concerns regarding the serious funding situation facing Devon schools and academies. Furthermore, this Council demands that the National Funding Formula is revised so that Devon schools no longer fall below the national average, and that central government funding is provided to erase the 8% real terms cut.

In presenting the Notice of Motion, Councillor Packham reported that schools across the country were already being forced to make impossible decisions with increased class sizes, curriculum choices being cut, Special Educational Needs and Disability (SEND) pupils losing vital support and school staff losing their jobs. She highlighted the issue with reference to Montgomery Primary in her ward of St Thomas where the cuts equated to 14% or £548 per pupil together with the £33 cut per pupil to cover the transfer to the Devon High Needs Block.

Councillor Foale, in seconding the motion, stated that his research amongst former teaching colleagues had confirmed that 99% of schools would suffer cuts and that cuts in primary schools approximated £103,000 on average and £470,000 in secondary schools.

Councillor Leadbetter supported the motion and confirmed that Devon County Council was also lobbying the Government on this matter

Councillor Packham, in response, thanked all Members for their support, stating that the Government would be asked to review the national funding formula and to reverse the 8% real term cuts to education funding.

The Notice of Motion was put to the vote and carried.

In accordance with Standing Order 27(1), a named vote on the Motion was called for, as follows:-

Voting for:

Councillors Ashwood, Baldwin, Bialyk, Brimble, Denham, Edwards, Foale, Foggin, Gottschalk, Hannaford, Hannan, Harvey, D Henson, Mrs Henson, the Deputy Lord

Mayor, Leadbetter, Lyons, Mitchell, Morse, Newby, Owen, Packham, Pearson, Prowse, Robson, Sheldon, Sills, Spackman, Sutton, Vizard, Wardle and Warwick

(32 Members)

Abstain:

The Lord Mayor

(1 Member)

Absent:

Councillors Branston, Keen, Lamb, Musgrave and Wood.

(5 Members)

32 **QUESTIONS FROM A MEMBER OF THE COUNCIL UNDER STANDING ORDER**
NO. 8

In accordance with Standing Order No. 8, the following question was put by Councillor Mitchell to the Leader.

Question – The Russian flag flies outside our Civic Centre in recognition of our twinning relationship with Yaroslavl. As the Leader will be aware there are now well documented human rights abuses in relation to the Russian Federation and its republics. In particular within the last few weeks more than 100 members of the LGBT community have been rounded up, held in concentration camps, tortured, beaten and killed within the Russian Republic of Chechnya.

Will he join me in condemning these actions and does he believe this Council should suspend its current twinning relationship with Yaroslavl until a time when international human rights are respected within all regions of the Russian Federation.

The Leader thanked Councillor Mitchell for raising this issue. He replied that of course he was sure he was speaking on behalf of everyone inside this Chamber this evening, in deploring any breaches of human rights, irrespective of gender, race, religion or sexual orientation.

You will no doubt recall that this is similar to an issue you yourself raised by way of a notice of motion, at the Council meeting on 8th April 2014 when the Council resolved:-

1. To write to the Foreign Secretary and Russian Ambassador to the United Kingdom, expressing this Council's disquiet at the continuing Civil Rights issues occurring in Russia, including the systematic discrimination towards the LGBT community; and
2. That it considers the above matter to be in direct contravention of the Twinning Agreement between the Cities of Exeter and Yaroslavl, dated 17 October 1989, and as such requests officers:-
3. To write to the City Administration in Yaroslavl offering its support to the LGBT community in Yaroslavl in particular and in Russia as a whole; and

4. To make representations to this effect to the official delegation from Yaroslavl during their forthcoming civic visit to the City in July 2014.

You will also recall that you met with the then Acting Mayor of Yaroslavl during the subsequent official visit in July of that year, when you first hand put yours, and the above Council's views to him. I believe the Acting Mayor listened to your views.

Members will also recall the Corporate Services Scrutiny Committee's consideration, at its meeting on 24th November last year, of a review of the Council's International Cooperation Strategy on which the Council's twinning arrangements are based. This work is on-going, including discussing the content of the Co-operation Strategy with our twinned cities.

Creating conversations are the cornerstone of solving some of the world's biggest issues, including items such as this. It is important not to use broad brush strokes - the equivalent to accusing everyone in England of having extremist views just because of the actions of some. Partnerships and opening dialogue have never been more important in international relations and Exeter and twinning will continue to play its small but important part in joining cultures and sharing experiences by extending the hand of friendship.

I believe that the withdrawal of our twinning arrangement with Yaroslavl, as you suggest, will cut off the opportunity for us to have these meaningful discussions and will actually be counterproductive to the aims you are trying to achieve.

Responding, Councillor Mitchell stated that the abuses referred to were well documented at both the United Nations and the European Union and that his question covered different issues to that of the notice of motion at Council in April 2014. He asked whether the Leader and others could meet with him to discuss how the City Council could respond.

In response to the supplementary question, the Leader considered that responses on this matter might be more appropriate at the national level and that from a local point of view, especially in respect of the City's twinning relationship with Yaroslavl, maintaining dialogue was important.

(The meeting commenced at 6.00 pm and closed at 6.43 pm)

Chair

ANNUAL COUNCIL

Tuesday 16 May 2017

Present:-

Councillors Ashwood, Baldwin, Bialyk, Brimble, Denham, Edwards, Foale, Foggin, Gottschalk, Hannaford, Hannan, Harvey, Holland, Keen, Lamb, Leadbetter, Lyons, Mitchell, Morris, Morse, Musgrave, Newby, Owen, Packham, Pearson, Prowse, Robson, Sheldon, Sills, Spackman, Sutton, Thompson, Vizard, Wardle, Warwick and Wood

Apologies

Councillors Branston, D Henson and Mrs Henson

1

ELECTION OF THE LORD MAYOR

RESOLVED on the nomination of Councillor Morse, seconded by Councillor Leadbetter, that Councillor Lesley Robson be elected Lord Mayor of the City for the ensuing Municipal Year.

The Lord Mayor was invested with her Robe and Chain of Office, made her Declaration of Acceptance of Office, took the Chair and returned thanks.

2

APPOINTMENT OF THE DEPUTY LORD MAYOR

RESOLVED on the nomination of Councillor Vizard, seconded by Councillor Newby, that Councillor Kate Hannan be appointed Deputy Lord Mayor of the City for the ensuing Municipal Year.

The Deputy Lord Mayor was invested with her Robe and Chain of Office, made her Declaration of Acceptance of Office and returned thanks.

3

VOTE OF THANKS

RESOLVED that the Council record its appreciation for the able and courteous manner in which Councillor Cynthia Thompson and Mr David Thompson have discharged the duties of the Lord Mayor and Lord Mayor's Consort during the past year.

Councillor Newby, on behalf of the Council, presented badges to the retiring Lord Mayor and retiring Lord Mayor's Consort.

The retiring Lord Mayor returned thanks.

RESOLVED that the Council record its appreciation for the able and courteous manner in which Councillor Peter Holland and Mrs Jackie Holland have discharged the duties of Deputy Lord Mayor and Deputy Lord Mayor's Consort during the past year.

The retiring Deputy Lord Mayor returned thanks.

4 **ELECTION OF THE LEADER OF THE COUNCIL AND CONFIRMATION OF THE DEPUTY LEADER OF THE COUNCIL**

Councillor Edwards was confirmed as Leader of the Council. Councillor Edwards confirmed the appointment of Councillor Sutton as Deputy Leader.

RESOLVED that Councillor Edwards be elected as Leader of the Council and Councillor Sutton as Deputy Leader.

5 **APPOINTMENT OF THE EXECUTIVE AND PORTFOLIO HOLDERS**

The Leader of the Council confirmed his nominations for Portfolio Holders and Executive membership as circulated.

RESOLVED that the Council's Executive be appointed as follows for the ensuing Municipal Year:-

Councillor	Portfolio or Group
Edwards P.W.	Leader
Pearson O.	Support Services
Morse E.A.	People
Packham H.L.	Housing Revenue Account
Brimble S.A.	Place
Denham R.C.	City Transformation, Energy and Transport
Sutton R.H.	Economy and Culture
Gottschalk D.R.	City Development
Bialyk P.M.	Health and Wellbeing, Communities and Sport
Leadbetter, A.R.	Conservative

6 **APPOINTMENT OF COMMITTEES**

RESOLVED that the membership of Committees etc, Chairs and Deputy Chairs and Independent Persons, as shown at the Appendix to these minutes, be approved subject to:-

- (1) Leisure Complex and Bus Station Programme Board Minutes - replacement of Councillor Gottschalk with Councillor Pearson;
- (2) Strata Joint Scrutiny Committee – replacement of Councillor Thompson with Councillor Leadbetter; and
- (3) A Member Champion for Section 106 Agreements – Councillor Harvey.

(The meeting commenced at 7.03 pm and closed at 8.01 pm)

Chair

EXETER CITY COUNCIL

EXECUTIVE, SCRUTINY AND OTHER COMMITTEES

EXECUTIVE (10)

Edwards, P.W. (Leader)	Leadbetter A.R.
Bialyk, P.M.	Morse, E.A.
Brimble, S.A.	Packham, H.L.
Denham, R.C.	Pearson, O.
Gottschalk, D.R.	Sutton, R.H.

PORTFOLIO HOLDERS (9)

Edwards, P.W.	Leader
Pearson, O.	Support Services
Packham, H.L.	Housing Revenue Account
Brimble, S.A.	Place
Morse, E.A.	People
Sutton, R.H.	Economy and Culture
Denham R.C.	City Transformation, Energy and Transport
Gottschalk, D.R.	City Development
Bialyk, P.M.	Health and Wellbeing, Communities and Sport

MEMBER CHAMPIONS

Sills, L.S.	Young People
Sheldon, G.N.	Arts and Culture
Wood, D.	Communities and Food Recycling

SCRUTINY - CORPORATE SERVICES (10)

Sheldon, G.N. (Chair)	Holland, P.G.
Warwick, S. (Deputy Chair)	Lamb, R.C.
Baldwin, M.A.	Owen, K.
Hannan, K.A.	Morris, H.
Harvey, D.J.	Musgrave, C

SCRUTINY - PEOPLE (10)

Wardle, A.J. (Chair)	Holland, P.G.
Foale, B. (Deputy Chair)	Morris, H.
Branston, R.A.	Thompson, C.
Foggin, O.A.	Vizard, N.J.
Hannan, K.A.	
Hannaford, R.M.	

SCRUTINY - PLACE (10)

Sills, L.S. (Chair)	Mitchell, K.J.
Lyons, R.C. (Deputy Chair)	Prowse, G.J.
Foggin, O.A.	Wardle, A.J.
Henson, D.J.	Wood, D.
Keen, L.P.G.	
Owen, K.	

PLANNING COMMITTEE (13)

Gottschalk, D.R. (Chair)	Harvey, D.J.
Lyons, R.C. (Deputy Chair)	Henson, Mrs Y.A.C.
Bialyk, P.M.	Morse, E.A.
Denham, R.C.	Newby, R.C.
Edwards, P.W.	Prowse, G.J.
Foale, B.	Sutton, R.H.
	Spackman, R.D.

PLANNING MEMBER WORKING GROUP (7)

Chair of Planning Committee	
Lyons, R.C.(Chair)	Morse, E.A.
Bialyk, P.M.	Prowse, G.J.
Edwards, P.W.	
Newby, R.C.	

MAJOR GRANTS PANEL (4)

Edwards, P.W. (Chair)	Leadbetter, A.R.
Bialyk, P.M.	Sutton, R.H.

LEISURE COMPLEX AND BUS STATION PROGRAMME BOARD (7)

Currently 5 Labour and 2 Conservatives - politically balanced in accordance with the necessary proportionality requirements

Bialyk, P.M. (Chair)	Henson, Mrs Y.A.C.
Denham, R.C.	Prowse, G.J.
Edwards, P.W.	Wardle, A.J.
Gottschalk, D.R.	

EXETER BOARD (14)

(5 City Councillors)

Bialyk, P.M.
Denham, R.C.
Edwards, P.W.

Sills, L.S.
Thompson, C.

(9 County Councillors)

Ackland, H.
Asvachin, M.
Atkinson, Y.
Aves, S.
Brennan, E.

Hannaford, R.M.
Leadbetter, A.R.
Prowse, G.R.
Whitton, M.C.

EXETER BOARD FUNDING SUB GROUP (7)

(3 City Councillors)

Bialyk, P.M.
Denham, R.C.

Edwards, P.W

(4 County Councillors)

Hannaford, R.M.
Leadbetter, A.R.

LICENSING COMMITTEE (14)

Spackman, R.D. (Chair)
Sheldon, G.N. (Deputy Chair)
Branston, R.A.
Brimble, S.A.
Foale, B.
Hannan, K.A.
Henson, D.J.

Holland, P.G.
Mitchell, K.J.
Keen, L.P.G.
Newby, R.C.
Owen, K.
Pearson, P.G.
Sills, L.S.

LICENSING SUB-COMMITTEE (3)

Licensing Sub-Committee membership to be drawn from Licensing Committee Members above.

AUDIT AND GOVERNANCE COMMITTEE (11)

Vizard, N.J. (Chair)
Wood, D. (Deputy Chair)
Baldwin, M.A.
Gottschalk, D.R.
Harvey, D.J.

Henson, Mrs Y.A.C.
Lamb, R.
Musgrave, C
Packham, H.L.
Sheldon, G.N.
Warwick, S.

INDEPENDENT PERSONS

Mr M. Fowkes and Mr W. Page appointed as Independent Persons to assist the Council in promoting and maintaining high standards of conduct amongst its Elected Members.

STRATA JOINT EXECUTIVE COMMITTEE (3 - 1 FROM ECC)

Edwards, P.W. (Leader)

STRATA JOINT SCRUTINY COMMITTEE (9 - 3 FROM ECC)

Lyons, R.C.
Foale, B.
Thompson, C.

EXETER HIGHWAYS AND TRAFFIC ORDERS COMMITTEE (13)

(4 City Councillors)

Denham, R.C.
Harvey, D.J.

Newby, R.C.
Wardle, A.J.

(9 County Councillors)

Ackland, H.
Asvachin, M.
Atkinson, Y.
Aves, S.
Brennan, E.

Hannaford, R.M.
Leadbetter, A.R.
Prowse, G.R.
Whitton, M.C.

PLANNING COMMITTEE

Monday 24 April 2017

Present:

Councillor

Councillors Lyons, Bialyk, Denham, Edwards, Foale, Gottschalk, Harvey, Mrs Henson, Morse, Prowse and Spackman

Apologies:

Councillors Sutton and Newby

Also Present:

Chief Executive & Growth Director, City Development Manager, Principal Project Manager (Development) (PJ) and Democratic Services Officer (Committees) (HB)

33

CHAIR

In the absence of Councillor Sutton, the meeting was chaired by Councillor Lyons, the Deputy Chair.

34

DECLARATIONS OF INTEREST

Members declared the following disclosable pecuniary interests:-

COUNCILLOR	MINUTE
Councillor Gottschalk	Min No. 35 – Former Member of Graduate Partnership
Councillor Harvey	Min Nos. 37 and 38 - Applicant

Councillors Bialyk, Denham, Edwards, Foale, Gottschalk, Lyons, Morse and Spackman declared interests in Min. Nos. 37 and 38 as Members of the Labour Party.

35

PLANNING APPLICATION NO. 16/1232/01 - UNIVERSITY OF EXETER, EAST PARK, STREATHAM CAMPUS

Councillor Gottschalk declared a disclosable pecuniary interest having previously been enrolled on the University of Exeter's Graduate Budget Business Partnership and withdrew from the room during consideration of this item.

The Principal Project Manager (Development) (PJ) presented the application for an outline planning application to build student accommodation and ancillary central amenity facilities (up to a maximum of 32,230 square metres) with associated infrastructure and landscaping (all matters reserved).

Members were circulated with an update sheet - attached to minutes.

The Principal Project Manager updated the Committee on the application following deferral at the Planning Committee meeting on 13 February 2017. The total number of letters of objections was now 701 with 434 individuals/households responding, including 54 after the circulation of the update sheet, a particular area of contention being the nature of the consultation. He explained that the City Council had exceeded the legal requirements for consultation including notices on site, letters to neighbours and notification in the local press. He also advised that the University had met with three residents and four Councillors on 24 March 2017.

With regard to the objection on the grounds of the absence of an environmental impact assessment, it had not been considered that such an assessment was necessary.

The Principal Project Manager advised that there were three main areas of objections being: opposition to any development of the site, any development should be for academic purposes as proposed in the Streatham Campus Master Plan and the size itself of the development.

The Principal Project Manager set out the background to the application and the changes made following the original submission and deferral at the meeting of this Committee on 13 February. As a result of Members comments at the meeting and a meeting between the applicant, agents, local Ward Councillors and local residents on 24 March, further amendments had been made. The overall quantum of development proposed was now a total of 32,230 square m (30,730 square metres for student accommodation and 1,500 square metres for ancillary facilities). At the February meeting it had been reported that the scheme originally put forward in October 2016 had been reduced. A further reduction in the floor space was now proposed from the 37,200 square metres reported at the February meeting to 32,230, representing a reduction of 13% in the quantum reported at that meeting, bringing the overall reduction to 18%. The nominal number of student bed spaces had been reduced from 1,300 to 1,200 with the relevant condition to refer to total floor area rather than bed spaces.

The area identified for development had been reduced, moving the development zone away from the eastern boundary of the site. This has resulted in blocks illustrated in the masterplan either being reduced in width or omitted completely. In particular, the reduced development zone has removed a proposed five storey block within the south east area of the site. The height of buildings to the northern and eastern edge of the site has been reduced one storey and in the case of the central northern block by two storeys. The height of the largest block of eight storeys would be approximately half the height of the John Lewis store in the City Centre.

The development included a 25 metre landscape strip within the site and 73% of the site would be for landscape and informal open space, an increase in the previous submission which identified 70% for this purpose. The proposal complied with the development plan policies including the Exeter Local Plan First Review, which had concluded that the principle of the development of this site was appropriate. Whilst the use of the site was now for student accommodation rather than for academic buildings, as stated within the University Streatham Campus Master Plan, it was considered that the area was suitable for this purpose.

Although the Master Plan represented a relevant material consideration as a supplementary planning document it did not form part of the Development Plan. The relevant Development Plan policies were Core Strategy Policy CP5 and, more specifically, Local Plan First Review Policy E4 which encouraged the further provision of purpose built student accommodation on the University Campus. With a number of student accommodation schemes located off Campus, a sustainable location on Campus was appropriate.

The Principal Project Manager (Development) covered other issues including parking, impact on neighbouring residential properties, noise disturbance, combined heating/power provision, light pollution and the need for additional purpose built student accommodation. In respect of parking, residents were concerned regarding the potential for students to permanently keep their cars within the residential areas surrounding the University during term time. Whilst it was considered that the sites on Campus location would deter students from bringing their own car, more

effective control could be provided through the imposition of a Traffic Regulation Order, which has been recommended by the County Highway Officer and it was recommended that a financial contribution of £20,000 be made towards a review of the existing residential parking zones, the making and implementation of traffic orders and meeting the costs associated with technical design and physical road markings/signing.

Councillor Mitchell attended the meeting and spoke on this item under Standing Order No. 44. He made the following points:-

- main concerns expressed at the meeting on 13 February 2017 were scale and massing representing over development of the site, the development being detrimental to the environment and impacting adversely on protected species and the flawed argument that still further accommodation on the campus is necessary in order to exceed the 75% level for purpose built student accommodation;
- the scale and massing remains excessive and still impacts adversely on the character and appearance of the area and is contrary to Policy H5 which states that the scale and intensity of use should not harm the character of the building and locality and is contrary to the Development Delivery Development Plan Document (Publication Version) published in 2015 as well as the Streatham Campus Master Plan. The 13% reduction is far short of a 40% reduction sought in order to be in line with the Master Plan;
- the density of the development will be detrimental to the ecological, amenity and landscape setting of the area. Devon Wildlife Trust are concerned about the impact on wildlife in the southern and eastern boundaries and that legally protected species will be affected by the close proximity of the envisaged buildings;
- the reference in Policy CP5 in the Core Strategy to a 75% level of purpose built student accommodation has been exceeded already and was now 78%, not including the proposed development at the Football Ground, so there is no need for a further 1,200 student beds;
- should this development proceed, contributions from CIL and New Homes Bonus should be used to minimise the impact of University developments on communities;
- given the letter from the University Registrar sets out the continued ambition of the University to expand and to provide additional accommodation, it is vital that the University works with the City Council to ensure an acceptable housing and social balance within the City; and
- the application should be refused on grounds of unacceptable scale and massing, development remaining detrimental to legally protected species and the case for additional purpose built accommodation remaining flawed.

In response to a Member, the City Development Manager confirmed that the policy in respect of purpose built student accommodation did not refer to a maximum of 75% provision but a requirement of 75% or more and that 75% was therefore a minimum requirement. The Council was seeking as much purpose built accommodation as possible to reduce the impact on the private market.

Councillor Owen attended the meeting and spoke on this item under Standing Order No. 44. He made the following points:-

- the decision of the Committee on 13 February 2017 sought consultation with residents which occurred on 24 March but with only three residents in attendance, one of whom was the Chair of a residents association with the other two only representing their respective streets. Furthermore, the revised

- application was only received three weeks and three days ago and the consultation should have been on the detail of these plans;
- a large number of objections have been received from individuals who did not object to the original application;
 - the reduction of 13% in the quantum remains unacceptable as a 40% reduction was necessary to match the envisaged developed area in the Streatham Campus Master Plan;
 - comparisons with other purpose built student blocks, such as that proposed as part of the Football Ground development in terms of distance from neighbouring properties, is not relevant, as the suitability of this application should be considered on its own merits;
 - the reductions in building heights and the reduced number of blocks still do not justify this proposal;
 - a minimum number of 1,200 bed spaces is proposed but this figure could be exceeded. The total needs to be established at reserved matters stage;
 - it was understood at the February meeting from advise by the Assistant Director City Development that the 75% target for purpose built student accommodation had been met;
 - the Police Architectural Officer requested reducing casual circulation within the campus by limiting access onto the campus from the permissive footpath on the eastern side of the site in order to reduce anti-social behaviour. This had not been recommended;
 - advise in the Streatham Campus Master Plan for a “light touch” development is ignored with this development;
 - the Exeter Local Plan First Review 1995 to 2001 Policy E4, requires that development will only be acceptable if the character and setting of the campus is protected - this development does not protect the campus;
 - on-going problems of anti-social behaviour in Duryard and St James and Pennsylvania wards with late night activity from students returning both to their rooms on campus and in surrounding areas will be exacerbated by this development;
 - the policy to enable residents to call the University to complain about noise does not work properly as the precise location on the campus where the noise originates is often unclear;
 - a number of objectors recognise the importance of the University to the City, as does the City Council, but there is a growing feeling that the continued expansion in student residences harms the reputation of the University and fosters ill will amongst residents generally; and
 - the University should seriously consider revising its plans and seek more acceptable solutions.

Responding to Members, he confirmed that the issues of transient noise and anti-social behaviour had been raised with Ian Lugg, the Neighbourhood Beat Officer who had advised that the Police lacked sufficient resources to adequately address the problems. He also reiterated the failure of the University to adequately consult and confirmed that he believed that the permissive footpath on the eastern side of the site was privately owned.

Councillor Holland attended the meeting and spoke on this item under Standing Order No. 44. He made the following points:-

- not anti-University and pleased that the University is to hold an open forum meeting on transport and parking on 24 May 2017;
- following the decision to defer the application at the February meeting, only three residents attended the meeting with the University representatives as well as four Councillors on 24 March and the request to the University to invite community

groups from Pennsylvania was declined. The presence of only three residents does not reflect the quantity of wider community representations. As there have been over 700 objections, the claim of adequate community consultation is misleading and inaccurate;

- the student population within the City is equivalent to towns such as Bideford, Newquay, Tiverton and Truro and the estimated students of 1,200 on this site equivalent to towns such as Bampton, Beer or Chumleigh etc.;
- there is no evidence that purpose built student accommodation has reduced the number of students in houses in multiple occupation accommodation. Both types of student residences are increasing and there is no evidence that this trend will change if this site is developed as proposed, as the majority of students will live out in their subsequent years in Exeter;
- the reduction in the quantum of 13% is a minimum;
- the failure to provide an environmental impact assessment, particularly given the 700 plus objections, undermines the University's claim that it has good relations with the local community;
- the Devon Wildlife Trust state that East Park is a haven for protected species and the open space is an important community resource;
- the Streatham Campus Master Plan refers to East Park as an important landscape area highly visible from the surrounding area and that the biodiversity of the Taddyforde and Hoopern Park Valleys should be retained. It also states that any development should be light touch and not detrimental to the setting of the area. These criteria are not met by these proposals;
- the development will undermine the character of the campus and erode the quality of the environment and landscape to the detriment of health and wellbeing of residents; and
- application should be refused.

Mr Hayes spoke against the application. He raised the following points:-

- the applicant has failed to honour the community consultation directive given by this Committee on February 13th
- the only consultation that has taken place is a one hour meeting, to which only three residents and ward councillors were allowed to attend and the only agenda item was the quantum of scale. Many of the 700 objections relate to other relevant quanta such as the quantum of noise pollution, the quantum of students and the quantum of light etc. and there has been no consultation on these. Members cannot therefore be satisfied that the applicant has met the resolution for community engagement;
- the current plans fall short of the recommendations that the three residents were able to make. The plans have lowered some building heights and removed a couple of buildings. But forget the 13% reduction, the scheme is still 22% bigger than the Masterplan quantum and still includes, two huge seven storey towers and a massive eight storey building by the pond picnic area. The scale is still unacceptable to the community, hence the huge number or recent objections;
- the quantum of 1,200 students is unchanged. This is not meaningful re-design;
- how will the implications for serious light pollution be handled after the Police report stated that the scheme has inadequate lighting to mitigate crime?
- why has no Environmental Impact Assessment been provided?
- in light of falling student applications and confused bed space requirements, is there certainty of the need to put so many students so near to so many residents?
- plans still ignore the Masterplan stipulations for how this treasured green space should be treated;
- how will localised power be generated to avoid massive noise pollution issues?
- ecology concerns raised by Devon Wildlife Trust have not been addressed;

- the scheme will lead to the destruction of a precious community asset and Conservation site, used by thousands of Exeter citizens and it will negatively affect a local population who have a right and need to co-exist with the University. Many objections are from people who work at the University who want the University to prosper;
- cramming the same quanta of students into a marginally smaller set of tower blocks, on the back of a disrespectful lack of required consultation cannot be what Members intend; and
- the scale is still far too big, the necessary consultation is missing and serious questions remain.

Responding to a Member's reference to a comment at the meeting on 24 March 2017 that 40% of existing objections related to the scale of the development, he commented that this figure was now closer to 65%.

Mr Shore-Nye spoke in support of the application. He raised the following points:-

- representing the University as its Registrar and Secretary;
- the site is a part of the campus that has long been identified for development, and the University wishes to use it now to accommodate more of its students on campus; a wish shared by the City Council, and a goal that is encouraged in planning policy and Supplementary Planning Guidance;
- since the request at the February committee meeting that the amount of development should be reconsidered, responses received over the past six months have been reviewed, consultations held with local ward members and residents' representatives regarding how best to achieve this and a number of significant changes made;
- the University has gone to great lengths to take account of its neighbours' comments in arriving at a suitable compromise between the efficient use of the site and their concerns. Most notably, the amount of floor space proposed has been reduced by a further 13%, leading to a total of an 18% (7,270 square metres) reduction since the original proposals;
- two buildings have been entirely removed, making way for additional areas of landscape planting;
- in response to concerns about the heights of buildings further reductions have been made and the heights of four buildings have been reduced, one by two storeys and three by one storey. These respond to feedback from the voluntary balloon test in November 2016;
- the scale and amount of development fits very comfortably within the guidance provided by the Masterplan Framework as it fits within the boundary identified for development, building heights proposed are within the indicative heights suggested, adjacent valleys will be retained intact and enhanced with new planting and the buildings will have a generous landscape setting, with 73% of the site being green landscape, integrated with the wider landscape and no closed than 105 meters to neighbouring properties. Further, this part of the Campus will reflect the overall campus character of 'buildings in a landscape';
- the proposals will provide an excellent and much needed addition to the Campus and help meet student accommodation needs by taking pressure away from existing residential areas, and will assist in both supporting and driving the local and regional economy through the creation of at least another 50 jobs on top of the 4600 people already employed by the University;
- the University is aware of a range of issues that can be addressed at the detailed design stage for example the University will look in include appropriate light and noise control measures into the proposals as well as maintaining and enhancing permissive access across the site;

- the site has been identified since 1971 and approval of the proposal is crucial to the future success of the institution. The University have been honest and transparent about their plans for developing this site and have listened to feedback from Members following the February meeting, stakeholders and the community. The University considers that its proposal is in line with planning policy and there are no other material considerations that weigh heavily against it, and it should therefore be supported.

He responded as follows to Members' queries:-

- the noise assessment will be carried out to a very high standard by the University Estates team as it will be essential to minimise the potential for complaints relating to noise and disturbance;
- there will be no outsourcing of the University's patrol/security service not least because this is a welfare issue. There is close liaison with the local community and the Police;
- the University, as an institution, has changed since the production of the Streatham Campus Master Plan in 2010, as has its vision for the future. Other plans for the Campus include additional teaching and learning spaces and the provision of student information hubs;
- investment in purpose built student accommodation reduces pressure on general housing provision in the City;
- the edges, rather than the whole of the site, are being used for recreational and leisure purposes and the development will increase the number of accessible parts thereby enhancing the amenity of the site. The University has one of the largest arboricultural/ground maintenance units in the country and sets the highest standard for maintaining and enhancing the campus including the sculpture trail. A fund of £500,000 has been set up to enhance public art on the campus;
- the development is needed to support the next stage of the University's strategic plan, including growing post graduate and overseas student numbers and increasing students studying medicine and allied disciplines as sought by the Government. The development proposal will allow the University to provide a wider range of accommodation types;
- no parking will be provided other than for set down and pick-ups at beginning and end of term for which there will be close liaison with the Police to ensure as smooth a transition as possible;
- the University do not own the permissive footpath close to the site and has no interest to develop. The University supports the retention of the path to facilitate general access to the campus;
- the University works closely with the Student Guild on the requirements of students in accommodation blocks and accept the need for community areas to socialise. There is also a demand for learning spaces and retail facilities. The goal is to provide excellent facilities for students; and
- the University complied with the requirement to consult with residents in accordance with the decision of the Committee on 13 February. Given that there have been some 400 submissions, community views have been fully expressed and the University has endeavoured to respond to the concerns. In particular, the two main changes relate to reduction in height of the blocks and an increase in the buffer zone between the development and neighbouring residential areas.

The recommendation was for approval subject to the conditions as set out in the report.

The City Development Manager reiterated the steps taken in respect of consultation which had been considered to be appropriate and had been organised by the officers and not the University. There was no requirement to consult on an amended scheme and the period for objecting had been extended from the normal seven days to 21. He stated that the role of ward Councillors was critical and that the case officer had spoken to many of the objectors.

A number of Members expressed their support for the scheme, noting that the University had submitted revisions in response to the concerns raised at the February meeting, that it had undertaken consultation although it did not have to and was also not legally bound by proposals within the Streatham Campus Master Plan. Members also acknowledged the need for extra student accommodation in the City, one Member referring to the provision of 4,000 purpose built accommodation since 2006 which otherwise could have resulted in additional pressure on the wider housing market and was a welcome move away from converting large houses into HMO student residences. Another Member emphasised that the University was expanding and that, following a number of student developments in the City Centre, the call for provision on the Campus had grown and would be met with this proposal. The City Council policy was to encourage more purpose built student accommodation. There would also be better control on Campus within a University run facility as opposed to other student blocks which were privately run and which were closer to residential properties.

One Member, noting the significant level of objections and concerns regarding consultation, was opposed to the proposal and another remarked that, whilst there had been a 13% reduction in the quantum size, there had been little change in the number of students likely to occupy the development. He was also concerned that problems of noise resulting from students returning to the campus area from the City Centre late at night would increase.

Additional conditions would be added requiring suitable attenuation measures relating to flooding.

RESOLVED that, subject to the completion of a Section 106 Agreement under the Town and Country Planning Act 1990 securing a Student Management Plan and a financial contribution of £20,000 towards a Traffic Regulation Order for nearby residential areas, planning permission for an outline planning application to build student accommodation and ancillary central amenity facilities (up to a maximum of 32,230 square metres) with associated infrastructure and landscaping (all matters reserved) be **APPROVED**, subject to the following conditions:-

- 1) Approval of the details of the layout, scale, appearance of the buildings, the means of access thereto and the landscaping of the site (hereinafter called "the reserved matters") shall be obtained from the Local Planning Authority in writing before any development is commenced.
Reason: To safeguard the rights of control by the Local Planning Authority in respect of the reserved matters.
- 2) C07 - Time Limit – Outline
- 3) The development hereby permitted shall not be carried out otherwise than in accordance with the Land Use Parameters Plan (250001B Rev D); Building Heights Parameter Plan (dwg no. 250001B/P004 rev C) & Landscape and Biodiversity Strategy Plan (250001B/P006 Rev C) dated 31 March 2017 as modified by other conditions of this consent.
Reason: In order to ensure compliance with the approved drawings.

- 4) Before works commence on any individual building(s) details of the finished floor levels and overall roof heights of the building(s) in relation to a fixed point or O.S datum (not to exceed the AOD specified in the Building Heights Parameter Plan dwg no 250001B/P004 rev B) have been submitted to, and approved in writing by the Local Planning Authority.
Reason: In the interest of visual amenity and the appropriate development of the site.
- 5) No development shall take place until an Outline Landscape and Ecology Management Plan, to include recommendations contained within the Lindsay Carrington Ecological Services report dated November 2016, has been submitted to and approved by the Local Planning Authority. The Management Plan shall indicate
a) how the existing biodiversity of the site will be protected, in accordance with all relevant legislation;
b) how the proposed development and associated works will enhance wildlife in the area and
c) how the landscaped area is to be managed to include an ecological clerk of works and shall be submitted to the Local Planning Authority for review on a 24 month basis unless otherwise agreed in writing;
Reason: In the interests of nature conservation.
- 6) C36 - No Trees to be Felled
- 7) No development (including ground works) or vegetation clearance works shall take place until a Construction Environmental Method Statement has been submitted to and approved in writing by the Local Planning Authority. The Statement shall provide for:
a) The parking of vehicles of site operatives and visitors.
b) Loading and unloading of plant and materials.
c) Storage of plant and materials used in constructing the development.
d) The erection and maintenance of securing hoarding, if appropriate, which shall be kept clear of graffiti and fly-posting.
e) Wheel washing facilities.
f) Measures to control the emission of dust and dirt during construction.
g) A scheme for recycling/disposing of waste resulting from construction works, with priority given to reuse of building materials on site wherever practicable.
h) No burning on site during construction or site preparation works
i) Measures to minimise noise nuisance to neighbours from plant and machinery.
j) Construction working hours and deliveries from 8:00 to 18:00 Monday to Friday, 8:00 to 13:00 on Saturdays and at no time on Sundays or Bank Holidays.
The approved Statement shall be adhered to throughout the construction period of the development.
Reason: In the interests of residential amenity.
- 8) No development shall take place, including any works of demolition, until a Construction Traffic Management Plan has been submitted to, and approved in writing by, the Local Planning Authority. The statement should include details of route of construction traffic vehicles, access arrangements, timings and management of arrivals and departures of vehicles. The approved Statement shall be adhered to throughout the construction period unless otherwise agreed in writing by the Local Planning Authority.
Reason: In the interests of highway safety and public amenity
- 9) No development shall take place on site until a full investigation of the site has taken place to determine the extent of, and risk posed by, any contamination of the land and the results, together with any remedial works necessary, have been agreed in writing by the Local Planning Authority. The building(s) shall not be occupied until the approved remedial works have been implemented and a remediation statement

submitted to the Local Planning Authority detailing what contamination has been found and how it has been dealt with together with confirmation that no unacceptable risks remain.

Reason: In the interests of residential amenity

- 10) The applicant shall undertake a noise impact assessment for this application, which shall be submitted and approved in writing prior to commencement of the development. This report shall consider the impact of noise from the development on local receptors and shall include noise from plant and equipment as well as noise from deliveries, communal areas, residents and events.
If, following the above assessment, the LPA concludes that noise mitigation measures are required, the applicant shall then submit a scheme of works to ensure that the development does not have a significant negative impact on local amenity. These measures shall be agreed in writing by the LPA and shall be implemented prior to and throughout the occupation of the development.
Reason: In the interests of residential amenity.
- 11) Prior to the commencement of the development an assessment of the impact of all external lighting associated with the development shall be submitted to and approved in writing by the Local Planning Authority. The assessment should address the impact of the lights (including hours of use) on the nearest receptors. Thereafter the lighting shall be installed and maintained in accordance with the specifications within the assessment.
Reason: In the interests of residential amenity.
- 12) No development shall take place on site until an air quality assessment for any combined heat and power (CHP) plant has been carried out in accordance with a programme and methodology to be agreed in writing by the Local Planning Authority and the results, together with any mitigation measures necessary, have been agreed in writing by the Local Planning Authority. The development shall not be occupied until the approved mitigation measures have been implemented.
Reason: In the interests of residential amenity.
- 13) No part of the development hereby approved shall be brought into its intended use until secure cycle parking facilities have been provided and maintained in accordance with details that shall have been submitted to, and approved in writing by, the Local Planning Authority and retained for that purpose at all times
Reason: To ensure that adequate facilities are available for the traffic attracted to the site
- 14) No part of the development hereby approved shall be occupied until the 2010 masterplan framework proposal for a permissive pedestrian/cycle route linking the Campus to Higher Hoopern Lane in the vicinity of Higher Hoopern Farm (as indicated on the Movement and Access Parameter Plan (dwg no. 250001B/P005 Rev B) has been provided in accordance with details that shall previously have been submitted to, agreed and approved in writing by the Local Planning Authority.
Reason: To provide adequate facilities to promote the use of sustainable modes, in accordance with paragraphs 29 and 32 of the National Planning Policy Framework.
- 15) C57 - Archaeological Recording
- 16) Unless it is demonstrated that it is not viable or feasible, or that equivalent carbon emission abatement can be achieved by alternative means, the development hereby approved shall be constructed with centralised space heating and hot water systems that have been designed and constructed to be compatible with a low temperature hot water District Heating Network in accordance with the CIBSE guidance "Heat Networks: Code of Practice for the UK". The layout of the plant

room or rooms, showing provision for heat exchangers and for connection to a District Heating Network, shall be submitted to and approved in writing by the Local Planning Authority and the approved details shall be implemented on site unless otherwise agreed in writing.

Reason: In accordance with the requirements of policies CP13 and CP15 of the Exeter Core Strategy 2012 and DD32 of the Development Delivery DPD Publication Draft and in the interests of sustainable development.

- 17) Unless otherwise agreed in writing by the Local Planning Authority the development hereby approved shall achieve an overall BREEAM scoring of "excellent" (70 percent or greater). Prior to commencement of development the developer shall submit to the Local Planning Authority a BREEAM design stage assessment report, the score expected to be achieved. Where this does not meet the above requirements the developer must provide details of what changes will be made to the development to achieve that standard, and thereafter implement those changes. A post completion BREEAM report shall be submitted to the Local Planning Authority within 3 months of the substantial completion of any such building hereby approved. The required BREEAM assessments shall be prepared, and any proposed design changes approved prior to commencement of the development, by a licensed BREEAM assessor.
- Reason:** To ensure that the proposal is in accordance with the aims of Policy CP15 of Council's Adopted Core Strategy and in the interests of delivering sustainable development.
- 18) Before the submission of first application for approval of reserved matters a detailed sustainable design and construction strategy shall be submitted to and approved in writing by the Local planning Authority. Submissions for approval of reserved matters shall be in accordance with the approved strategy.
- Reason:** In accordance with the requirements of policy CP15 of the Exeter Core Strategy 2012.
- 19) This consent does not imply the approval of the details of access, siting, layout or design shown on the illustrative masterplan, which must be the subject of a further application for approval of reserved matters.
- Reason:** To safeguard the rights of control by the Local Planning Authority in respect of the reserved matters.
- 20) The development hereby permitted shall be limited to a total floor area of 32,230 sq metres.
- Reason:** To ensure that the environmental and residential amenity considerations are safeguarded.
- 21) The development hereby approved shall achieve Secured By Design 'Gold' Standard which shall be submitted to and approved by the Local Planning Authority unless otherwise agreed in writing.
- Reason:** To ensure that both the physical and environmental crime prevention measures are taken into account throughout the design and construction of the scheme.
- 22) No part of the development hereby permitted shall be commenced until a programme of percolation tests has been carried out in accordance with BRE Digest 365 Soakaway Design (2016), and the results approved in writing by the Local Planning Authority, in consultation with Devon County Council as the Lead Local Flood Authority. A representative number of tests should be conducted to provide adequate coverage of the site, with particular focus placed on the locations and depths of the proposed infiltration devices.

Reason: To ensure that surface water from the development is discharged as high up the drainage hierarchy as is feasible.

- 23) No part of the development hereby permitted shall be commenced until the detailed design of the proposed permanent surface water drainage management system has been submitted to, and approved in writing by, the Local Planning Authority, in consultation with Devon County Council as the Lead Local Flood Authority. The design of this permanent surface water drainage management system will be informed by the programme of approved BRE Digest 365 Soakaway Design (2016) percolation tests and in accordance with the principles set out in the Flood Risk Assessment (Report Ref. 10782, Rev. A, dated 04/01/17).

Reason: To ensure that surface water runoff from the development is discharged as high up the drainage hierarchy as is feasible, and is managed in accordance with the principles of sustainable drainage systems.

- 24) No part of the development hereby permitted shall be commenced until the detailed design of the proposed surface water drainage management system which will serve the development site for the full period of its construction has been submitted to, and approved in writing by, the Local Planning Authority, in consultation with Devon County Council as the Lead Local Flood Authority. This temporary surface water drainage management system must satisfactorily address both the rates and volumes, and quality, of the surface water runoff from the construction site.

Reason: To ensure that surface water runoff from the construction site is appropriately managed so as to not increase the flood risk, or pose water quality issues, to the surrounding area.

36

PLANNING APPLICATION NO. 17/0302/02 - LAND ADJ TO 157 PENNSYLVANIA ROAD, EXETER

The City Development Manager presented the application for reserved matters pursuant to outline approval 14/4716/01 for construction of a single dwelling on land West of Pennsylvania Road (Revised Scheme).

He reported that the application was for revised fenestration and revised ground levels to the outdoor space. It was proposed to increase the window sizes by providing a single pair of sliding glazed doors, one serving each of the rooms on either side of the central stairway at ground and first floor level. The single large roof-light in the east roof slope would be replaced by a pair of large roof-lights. The terrace area would be at the same height as the original ground level. It was not felt that these changes would significantly harm the character or appearance of the site.

However, the objections related to the height and mass of the building and he reported that it was not possible from records to confirm the original datum height and therefore to ascertain whether there had been a breach of the planning condition and whether the height was excessive. He also stated that the dormer window under construction appeared to be level and running off the ridge rather than lower down the roof, in accordance with the approved plans.

Mr Kirk spoke against the application. He raised the following points:-

- considerable depth of feeling from neighbouring residents opposing the scale of development with a significant number of objections;
- disagree with the opinion of planning officers regarding the suitability of the structure, which objectors feel is an unsuitable height in the wrong place and of inappropriate size and scale;

- despite numerous requests, information has not been provided on the datum point for the building and, accordingly, the decision to grant permission for the original application has no substantive basis. No one has advised where the current starting point for the building should have been;
- in the context of the area, the building is an eyesore and is not in keeping with the environment;
- depth of feeling about the building is substantial; and
- there are no references to building control in existence so no one can confirm if the structure has been built to the specification approved.

Responding to a Member, he stated that the building was higher than neighbouring properties and, in particular, encroached on the properties to the east blocking views.

The City Development Manager proposed that the issue of the height of the building together with the design of the dormer be considered further by Members in light of the objections received and that the views of residents would be considered.

The recommendation was for approval, subject to the conditions as set out in the report.

RESOLVED that:-

- (1) planning permission for reserved matters pursuant to outline approval 14/4716/01 for construction of a single dwelling on land West of Pennsylvania Road (Revised Scheme) be **APPROVED**, subject to the following conditions:-

- 1) C05 – Time Limit – Commencement

- 2) The development hereby permitted shall not be carried out otherwise than in strict accordance with the following submitted details, as modified by other conditions of this consent:

Drawing no: 2177/100 Rev A; Marypole Head, Site Location Plan; dated March 16 and received by the Local Planning Authority 20 Feb 2017

Drawing no: 2177/101 Rev B; Marypole Head; Proposed Site Plan; dated Dec 16 and received by the Local Planning Authority 20 Feb 2017

Drawing no: 2177/105 Rev B; Marypole Head, Proposed Landscaping Plan; dated Feb 17 and received by the Local Planning Authority 20 Feb 2017

Drawing no: 2177/110 Rev.B; Marypole Head, Proposed Basement & Ground Floor Plans; dated Feb 17 and received by the Local Planning Authority 20 Feb 2017

Drawing no: 2177/111 Rev.B; Marypole Head, Proposed First & Second Floor Plans; dated Feb 17 and received by the Local Planning Authority 20 Feb 2017

Drawing no: 2177/125 Rev.B; Marypole Head, Proposed Elevations; dated Feb 17 and received by the Local Planning Authority 01 March 2017

Drawing no: 2177/126 Rev B; Marypole Head, Proposed Elevations; dated Feb 17 and received by the Local Planning Authority 03 March 2017

Drawing no: 2177/127 Rev A; Marypole Head, Proposed Elevations; dated Feb 17 and received by the Local Planning Authority 20 Feb 2017

Drawing no: 2177/128 Rev A; Marypole Head, Proposed Elevations; dated Feb 17 and received by the Local Planning Authority 20 Feb 2017

Ref no: 2177/150 Rev B; Design & Access Statement; received by the Local Planning Authority 20 Feb 2017

Reason: In order to ensure compliance with the approved drawings and details.

- 3) Prior to the commencement of any works on site, samples of the materials to be used externally in the construction of the development shall be submitted to and approved in writing by the Local Planning Authority and the works shall be carried out in accordance with these agreed details.

Reason: To ensure that the materials conform with the visual amenity requirements of the area.

- 4) Notwithstanding the provisions of the Town and Country Planning General Development Order 1995 or any Order revoking and re-enacting that Order, no extension, garages or other development shall be carried out within the curtilage of the dwelling(s) without the formal consent of the Local Planning Authority.

Reason: In order to protect the visual and residential amenities of the surrounding area and to prevent overdevelopment.

- 5) The landscaping scheme submitted and approved shall be carried out within one year of completion of the development and any trees, hedges, shrubs or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species.

Reason: In the interests of visual amenity.

- 6) No part of the development hereby approved shall be brought into its intended use until the access improvements have been provided in accordance with drawing 2010-68.P1.0 of application ref: 14/0648/03 and maintained for this purpose at all times.

Reason: To provide a safe and suitable access for all users, in accordance with paragraph 32 of the National Planning Policy Framework.

- 7) Construction/demolition work shall not take place outside the following times: 8am to 6pm (Mondays to Fridays); 8am to 1pm (Saturdays); nor at any time on Sundays, Bank or Public Holidays.

Reason: To protect the amenity of neighbouring residents during the construction of the dwelling

- (2) the City Development Manager, following discussions with local residents, consider the issues raised regarding the building height and the design of the dormer in consultation with Ward Members for consideration at a delegation briefing.

37

**PLANNING APPLICATION NO. 16/1523/03 - HARRINGTON HOUSE,
HARRINGTON LANE, EXETER**

As the applicant, Councillor Harvey declared a disclosable pecuniary interest in this application and withdrew from the room during consideration of the item:-

Councillors Bialyk, Denham, Edwards, Foale, Gottschalk, Lyons, Morse and Spackman declared interests in Min. Nos. 36 and 37 as Members of the Labour Party.

The City Development Manager presented the application for a loft conversion with rooflights.

The recommendation was for approval, subject to the conditions as set out in the report.

RESOLVED that planning permission for a loft conversion with rooflights be **APPROVED**, subject to the following conditions:-

- 1) A01 - Time Limit – full
- 2) The development hereby permitted shall not be carried out otherwise than in strict accordance with the submitted details received by the Local Planning Authority on 31 January 2017 (dwg. nos. 1607-03A, 1607-04A and 1607-05) and 7 March 2017 (Page 27 of Velux Product Brochure dated 4 April 2016), as modified by other conditions of this consent.
Reason: In order to ensure compliance with the approved drawings.
- 3) Unless otherwise agreed with the Local Planning Authority, the proposed rooflights shall have recessed flashings and be constructed from aluminium, painted black with a white painted timber internal finish.
Reason: In order to protect the character of a Grade II listed building.

38

**PLANNING APPLICATION NO. 16/1524/07 - HARRINGTON HOUSE,
HARRINGTON LANE, EXETER**

As the applicant, Councillor Harvey declared a disclosable pecuniary interest in this application and withdrew from the room during consideration of this item:-

Councillors Bialyk, Denham, Edwards, Foale, Gottschalk, Lyons, Morse and Spackman declared interests in Min. Nos. 36 and 37 as Members of the Labour Party.

The City Development Manager presented the application for

The recommendation was for approval subject to the conditions as set out in the report.

RESOLVED that planning permission for a loft conversion with rooflights be **APPROVED**, subject to the following conditions:-

- 1) A01 - Time Limit - full
- 2) The development hereby permitted shall not be carried out otherwise than in strict accordance with the submitted details received by the Local Planning Authority on 31 January 2017 (dwg. nos. 1607-03A, 1607-04A and 1607-05) and 7 March 2017 (Page 27 of Velux Product Brochure dated 4 April 2016), as modified by other conditions of this consent.
Reason: In order to ensure compliance with the approved drawings.
- 3) Unless otherwise agreed with the Local Planning Authority, the proposed rooflights shall have recessed flashings and be constructed from aluminium, painted black with a white painted timber internal finish.
Reason: In order to protect the character of a Grade II listed building.

39

LIST OF DECISIONS MADE AND WITHDRAWN APPLICATIONS

The report of the Assistant Director City Development was submitted.

RESOLVED that the report be noted.

40

APPEALS REPORT

The schedule of appeal decisions and appeals lodged was submitted.

RESOLVED that the report be noted.

41

SITE INSPECTION PARTY

RESOLVED that the next Site Inspection Party will be held on Tuesday 9 May at 9.30 a.m. The Councillors attending will be Harvey, Mrs Henson and Spackman.

(The meeting commenced at 5.30 pm and closed at 8.20 pm)

Chair

PLANNING COMMITTEE

Monday 22 May 2017

Present:

Councillor Gottschalk (Chair)
Councillors Lyons, Bialyk, Denham, Foale, Harvey, Mrs Henson, Morse, Sutton and Spackman

Apologies:

Councillors Edwards, Newby and Prowse

Also Present:

City Development Manager, Principal Project Manager (Development) (PJ) and Democratic Services Officer (Committees) (HB)

41

MINUTES

The minutes of the meetings held on 20 and 27 March 2017 were taken as read and signed by the Chair as correct.

42

COUNCILLOR SUTTON

The Chair thanked Councillor Sutton for her role as the Chair of this Committee for the previous twelve months.

43

DECLARATIONS OF INTEREST

Councillor Denham declared a disclosable pecuniary interest in respect of Min. No. 44 below and left the meeting.

44

PLANNING APPLICATION NO. 17/0453/03 - LAND ADJ PIAZZA TERRACINA, HAVEN BANKS, EXETER

Councillor Denham declared a disclosable pecuniary interest and left the meeting during consideration of this item.

The Principal Project Manager (Development (PJ) presented the application for the construction of a single storey, flat roof pavilion restaurant. He reported the receipt of three additional letters of objection, the total now being 42 and an on-line petition with 618 signatories also objecting to the scheme. He advised that it was proposed to amalgamate conditions 15 and 4 as they covered the same issue.

Members were circulated with an update sheet - attached to minutes.

Mr Nickol spoke against the application. He raised the following points:-

- the Canal Basin Masterplan of 2003 stated that the open views around the head of the canal basin and across to the Quay should be retained;

- it is a historic space, hugely significant in Exeter's history. The basin was part of the enlargement and extension of the canal that took place in the 1820s;
- the Piazza at the head of the basin, together with the Quay, form an open area with views across from one to the other and provide a relaxed atmosphere that pervades this area, and special events turn the whole place into a party – the Olympic Torch Relay, last autumn's Unexpected Festival, the Food Markets, the Regatta: Exeter at its most vibrant. The open aspect is crucial on these occasions, and crucial to the area's attractiveness for residents and visitors alike;
- if the grassy area is built on, the visual connections will go. Views of boats from the Quayside would disappear. Visitors to the Quay would see no evidence of the Canal Basin, and awareness of the canal would be lessened. The reverse is also true: views of the historic Quayside would no longer be visible from the Piazza except on narrow sightlines;
- the adjacent, smaller grassy space, abutting Maclaines Warehouse and currently used by Bike Shed Theatre, is identified in the Masterplan as a potential development site, unlike this plot. If both sites were built on, the combined effect would break up the open outlook. The proposed restaurant would not, in practice, be as transparent or unobtrusive as the visualisations suggest;
- vista can be very important and preserving the view from the Quay to the Canal Basin would be a forward looking option for Exeter. The officers' observations refer to the Piazza being identified as "poorly enclosed" which is claimed as justification for building on this site. This assessment should be resisted as the Piazza will not benefit from enclosure by separation from the river frontage as, on the contrary, it benefits from the connection with the river; and
- this site is also a green space within a conservation area which is highly valued. There is a strong feeling among many people that it should not be built upon.

Mr Pollintine spoke in support of the application. He raised the following points:-

- scheme will complement the adjacent Grade II Listed Building of Maclaines and the four storey mixed residential and retail development;
- glazed elevation on all four sides with lined metal surrounding a velum roof;
- scheme supported by the Design Review Panel which states that the design is very carefully considered and is a sophisticated response to the site;
- the scheme is also supported by the Exeter Civic Society;
- planning permission was granted in 1988 for a 880 square metre restaurant, 10 metres in height. The current proposal offers an acceptable and quality design;
- this new building provides a logical definition to the Piazza and retains seating for Bar Venezia; and
- the proposed occupiers, Roc Fish, are a responsible and well established restaurant, already operating in Brixham, and will bring a high quality eating experience to this area and the City, creating 50 jobs and providing a valuable investment in the area.

Responding to Members' queries, he confirmed that the proposal had been discussed with Bar Venezia who were happy with the same level of seating for their restaurant but in a smaller area.

The recommendation was for approval subject to the conditions as set out in the report.

RESOLVED that planning permission for the construction of a single storey, flat roof pavilion restaurant be **APPROVED**, subject to the following conditions:-

- 1) A01 - Time Limit - full
- 2) A09 - Materials (1)
- 3) The development hereby permitted shall not be carried out otherwise than in strict accordance with the submitted details received by the Local Planning Authority on 17 March 2017 (dwg. nos. 1161/PL03; 1161/PL04; 1161/PL05 & 1161/PL06) as modified by other conditions of this consent.
Reason: In order to ensure compliance with the approved drawings.
- 4) **Pre-commencement condition:** No development (including ground works) or vegetation clearance works shall take place until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority. The Statement shall provide for:
 - a) The parking of vehicles of site operatives and visitors.
 - b) Loading and unloading of plant and materials.
 - c) Storage of plant and materials used in constructing the development.
 - d) The erection and maintenance of securing hoarding, if appropriate, which shall
 - e) Wheel washing facilities.
 - f) Measures to control the emission of dust and dirt during construction.
 - g) A scheme for recycling/disposing of waste resulting from construction works, with priority given to reuse of building materials on site wherever practicable.
 - h) No burning on site during construction or site preparation works.
 - i) Measures to minimise noise nuisance to neighbours from plant and machinery.
 - j) Construction working hours and deliveries from 8:00 to 18:00 Monday to Friday,
 - k) details of access arrangements and timings and management of arrivals and departures of vehicles.

The approved Statement shall be adhered to throughout the construction period of the development.

Reason for pre-commencement condition: In the interests of the occupants of nearby buildings. This information is required before development commences to ensure that the impacts of the development works are properly considered and addressed at the earliest possible stage.

- 5) **Pre-commencement condition:** No development shall take place on site until a full investigation of the site has taken place to determine the extent of, and risk posed by, any contamination of the land and the results, together with any remedial works necessary, have been agreed in writing by the Local Planning Authority. The building shall not be occupied until the approved remedial works have been implemented and a remediation statement submitted to the Local Planning Authority detailing what contamination has been found and how it has been dealt with together with confirmation that no unacceptable risks remain.
Reason for pre-commencement condition: In the interests of the amenity of the occupants of the buildings hereby approved. This information is required before development commences to ensure that any remedial works are properly considered and addressed at the appropriate stage.
- 6) A33 - BREEAM (commercial only)
- 7) No part of development hereby approved shall be occupied and/or brought into its intended use until full details of the kitchen extraction system including siting, size, design, a noise assessment and odour control measures have been submitted to and approved by the Local Planning Authority and thereafter implemented in

accordance with the approved details.

Reason: In the interest of visual and residential amenity and to comply with the guidance contained within annex B DEFRA document 'Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust Systems'.

- 8) The premises and outside seating areas associated with the bar/restaurant shall only be used from between 1100hrs to 2300hrs and at no other times unless otherwise agreed in writing by the Local Planning Authority.
Reason: In the interests of residential amenity.
- 9) The outside seating area shall not be used until details of the design of the tables and chairs have been agreed in writing by the Local Planning Authority and thereafter implemented in accordance with approved details.
Reason: In the interests of visual amenity.
- 10) No live or amplified music shall be permitted from the use hereby approved unless otherwise agreed, to a specified noise level, in writing by the Local Planning Authority. No live or amplified music will be permitted within any external areas associated with this site.
Reason: In the interests of residential amenity.
- 11) A38 - Archaeology
- 12) No buildings, plant or machinery shall be erected on the roof of the building hereby approved unless otherwise agreed in writing by the Local Planning Authority.
Reason: In the interests of visual amenity.
- 13) The delivery and servicing of the restaurant use hereby approved shall not be carried on other than between the hours of 0900 and 1700 hours and at no other times unless otherwise agreed in writing by the Local Planning Authority.
Reason: So as not to detract from the amenities of the near-by residential property.
- 14) Prior to commencement of the development, details of secure cycle parking provision for the development shall be submitted to and approved in writing by the Local Planning Authority. Development shall not be occupied until the secure cycle parking facilities have been provided in accordance with the submitted details
Reason: To provide adequate facilities for sustainable transport.

45

LIST OF DECISIONS MADE AND WITHDRAWN APPLICATIONS

The report of the Assistant Director City Development was submitted.

RESOLVED that the report be noted.

46

APPEALS REPORT

The schedule of appeal decisions and appeals lodged was submitted.

RESOLVED that the report be noted.

47

SITE INSPECTIONS - ROTA FOR VISITS

The report of the Corporate Manager Democratic and Civic Support was submitted.

RESOLVED that the circulated rota of site inspections be approved, subject to any changes during the course of the year.

48

SITE INSPECTION PARTY

RESOLVED that the next Site Inspection Party be held on Tuesday 13 June 2017 at 9.30 a.m. The Councillors attending will be Bialyk, Prowse and Mrs Henson.

(The meeting commenced at 5.30 pm and closed at 6.05 pm)

Chair

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PLANNING COMMITTEE

Monday 26 June 2017

Present:

Councillors Lyons, Bialyk, Denham, Edwards, Foale, Harvey, Mrs Henson, Morse, Newby, Prowse, Sutton and Spackman

Apologies:

Councillor Gottschalk

49

CHAIR

In the absence of Councillor Gottschalk, the meeting was chaired by Councillor Lyons.

50

DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interests were made by Members.

51

PLANNING APPLICATION NO. 17/0006/03 - GOLF PRACTICE GROUND, LAND SOUTH OF NEWCOURT DRIVE, EXETER

The Principal Project Manager (Development) (MH) presented the application for the construction of 82 dwellings, access, estate roads, landscaping and associated infrastructure.

He set out the key issues including principle of residential development, housing delivery including affordable housing, traffic and heritage matters and advised of the receipt of further representations largely covering traffic matters. There had been a significant amount of both support and opposition to the proposal and, responding to a Member, he confirmed that the development would not experience problems of stray golf balls as adequate landscape would be provided and because of the safe direction of play of the adjacent area of the range.

Councillor Leadbetter attended the meeting and spoke on this item under Standing Order No. 44. He made the following points:-

- support principle of housing development as established in the Newcourt Masterplan including the provision of the off road cycle/pedestrian path as part of the wider strategic cycle network;
- wish to express the concerns of many residents in Holland Park Phases I and II that the development will result in dangerous road conditions in both areas and, particularly, on Old Rydon Lane itself. Consequently, support the call for alternative accesses to serve the development especially from Admiral Way; and
- further examination of road design is necessary to reduce the rat run potential and for further consideration to be given to the planning of the highway network in the area.

Mrs Mitchell spoke against the application. She raised the following points:-

- object to use of Old Rydon Lane as the only road providing access to Holland Park Phase III, when another route exists;

- not opposed to the building of homes or future development of the Golf Club but to safety issues and non-compliance with the Newcourt Masterplan;
- the application has Old Rydon Lane as the only entrance to at least 169 homes, St Bridget's Nursery and the offices at Newcourt House. It is an old Devon lane unsuitable for the increasing amounts of traffic;
- parts of the Lane are not wide enough for vehicles to pass each other safely with blind spots, high grass banks, walls and overgrown vegetation. There is no cycle path or pavement and vehicles often travel too fast making it unsafe and dangerous. It has poor sight lines from driveways and Phases I and II make exiting difficult;
- the only access to this area from the A379 is from Old Rydon Lane and there is a fear that, during severe traffic congestion in the area or an incident blocking the Lane, emergency vehicles would be delayed in responding to calls;
- having the only access to Phase III via Old Rydon Lane runs counter to the intention of the Newcourt Masterplan which states that "Old Rydon Lane will be managed with the aim of avoiding additional traffic using this route to access the Masterplan area". Contrary to the transport statement, traffic on Old Rydon Lane will increase by between 23% and 48%;
- access to Phase III from Admiral Way would be more suitable, access from Admiral Way being implied in the Masterplan as it is part of the Newcourt Spine Road and more suitable for 21st century traffic conditions. There is a potential, additional point of access via Batavia Drive; and
- the Newcourt Masterplan recognises the need to protect the special nature and historic value of Newcourt House and the green space around it. Each encroachment would mean the further loss to a beautiful area and wildlife habitat and corridor in a fast developing urban environment

Mr Lacey spoke in support of the application. He raised the following points:-

- am a serving director of Exeter Golf & Country Club with apologies from Will Gannon, the Chair of the Golf Club, who is on holiday;
- speaking on behalf of the Exeter Golf & Country Club members and the Board of Directors who express their full support for Heritage Development's application in respect of the existing golf practice ground at Newcourt;
- the application has arisen as part of the ongoing strategic plan for the club. This identified that the Newcourt Practice Ground is a largely under-utilised asset of the club, not benefitting the wider membership. The board wish to dispose of the asset and re-invest the potential development receipts for the wider benefit of members;
- as part of this strategy, a replacement of the practice area was achieved. This Planning Committee also approved consent for the Club's relocated facilities situated in Exeter Road, Topsham adjoining the University of Exeter sporting hub. Consent has been granted for a Driving Range and much improved golfing facilities whilst assisting in reinforcing a green buffer between the City and Topsham;
- the Board chose to partner with Heritage having failed to secure access onto Admiral Way which is still owned by Persimmon. Enlightened and informed by the challenges presented by Persimmon's Great Woodcote Way development, the Club ensured that the Heritage layout at Newcourt received the full professional audit and approval from the Club's golf architect, Tom Mackenzie of Mackenzie Ebert. The club is therefore confident that the long-term safety and playability of the golf course has been secured;
- in approving the application, the Club will have a unique opportunity to invest the resulting development funds in its own future. It will enable the Board to enhance the continuing and reasonable demands of its 5,000 members through

raising its offer in an increasingly competitive market. Wear House can then be improved to a quality not previously anticipated;

- Exeter Golf & Country Club has become a part of the history of the City. It supports an important tract of green space and a vibrant use for one of the city's finest historic buildings. It meets the needs of an active membership across its many social and sporting activities. This proposal provides the means to ensure that it can carry this function forward into the future in a manner increasingly demanded by the raised stature and prestige of this City. It is wholly consistent with the ambitious and up-beat image Exeter is projecting of itself to its own citizens and the wider regional population; and
- commend the proposal and encourage approval as submitted.

Responding to a Member, he stated that he was speaking purely on behalf of the Golf Club and not the developer.

The Highways Development Manager reported that the proposal had been carefully examined in terms of the impact on Old Rydon Lane which it was considered would be able to adequately cope with the additional traffic. Because of the existence of a "ransom strip" at Admiral Way, the identification of alternative access arrangements had not been possible. He detailed the traffic assessment exercise through the Trip Rate Information Computer System (TRICS) data base modelling used nationally on the basis of six to eight traffic movements normally expected from a residence which had been used to assess the impact on the highway network.

It was noted that there were two points off access onto the development from Admiral Way but that these were identified as pedestrian/cycle access points only.

Members noted the existence of a "ransom strip" in relation to Admiral Way but felt that options for providing alternative access routes onto this phase of the development should be explored as they recognised the need to address the concerns relating to additional traffic generation in the area.

The recommendation was for approval, subject to the conditions as set out in the report.

RESOLVED that, in view of the additional traffic which would be generated by this development and the concerns over the concomitant impact it would have on traffic safety along Old Rydon Lane, the application for the construction of 82 dwellings, access, estate roads, landscaping and associated infrastructure be **DEFERRED** for further consideration of the potential impacts, potential for alternative access arrangements and clarification of the ransom situation.

52

PLANNING APPLICATION NO. 17/0504/03 AND 17/0505/07 - MORTUARY BUILDINGS (EAST), NORTH GRANGE, CLYST HEATH

The Assistant City Development Manager the application for the conversion of former mortuary building to provide a one bed dwelling house.

Mr Atkins spoke in support of the application. He raised the following points:-

- discussions held with planning officers since July 2016 but with differing advice provided;
- the site would have no logical alternative. An office development would generate visits by staff and clients;

- no significant alterations proposed other than changes to window size and removal of steps at front of building for ground floor of the building to align with external ground;
- will enhance character of area through bringing into use a derelict building;
- internal size will be just one square metre under the minimum standard of 39 square metres and the interior design will be flexible;
- external area is larger than some of neighbouring gardens and the property will be some 150 metres from public gardens opposite Royal Crescent; and
- the County Council have no objections, including impact on parking.

Responding to Members, he stated that the land had been purchased two years ago from the management company who maintained the grounds of the whole site. He stated that there were other examples of land creatively used for habitable purposes and that internal timber dry lining would be used to insulate the single skin brickwork.

The recommendation was for refusal for the reasons set out in the report.

RESOLVED that:-

- (1) planning permission for the conversion of former mortuary building to provide a one bed dwelling house be **REFUSED**. as the proposal is contrary to Objectives 3 and 8 and Policies CP15 and CP17 of the Exeter Local Development Framework Core Strategy, Policies C2, DG1 (c, e and h) and DG4 (b and d) of the Exeter Local Plan First Review 1995-2011 and Chapters 4, 6, 7 and 9 of the 'Residential Design SPD' by virtue of:-
 - (a) the poor provision of indoor and outdoor space the building would not provide an acceptable standard of accommodation;
 - (b) the poor quantity and quality of outdoor amenity space the proposal would have an unacceptable impact upon public visual amenity and upon neighbouring residential amenity; and
 - (c) the proposal would not conserve or enhance the character and appearance of a listed building in accordance with the internal and external alterations ascribed to residential conversion; and
- (2) Listed Building Consent for the conversion of former mortuary building to provide a one bed dwelling house be **REFUSED** as the proposal is contrary to Objective 8 and Policy CP17 of the Exeter Local Development Framework Core Strategy, and Policy C2 of the Exeter Local Plan First Review 1995-2011 because, by virtue of the internal and external alterations ascribed to residential conversion the proposal would not conserve or enhance the character and appearance of a listed building.

53

LIST OF DECISIONS MADE AND WITHDRAWN APPLICATIONS

The report of the Assistant Director City Development was submitted.

RESOLVED that the report be noted.

54

APPEALS REPORT

The schedule of appeal decisions and appeals lodged was submitted.

RESOLVED that the report be noted.

SITE INSPECTION PARTY

RESOLVED that the next Site Inspection Party be held on Tuesday 11 July at 9.30 a.m. The Councillors attending will be Lyons, Denham and Edwards.

(The meeting commenced at 5.30 pm and closed at 6.35 pm)

Chair

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PEOPLE SCRUTINY COMMITTEE

Thursday 1 June 2017

Present:

Councillor Wardle (Chair)
Councillors Foale, Foggin, Hannan, Holland, Morris and Vizard

Apologies:

Councillor Thompson

Also present:

Director, Programme Manager - Communities, Systems Lead Housing, Principal Accountant Corporate, Technical Accounting Manager, Service Lead Housing (Assets), Community Officer and Democratic Services Officer (Committees) (HB)

In attendance

Councillor Emma Morse	-	Portfolio Holder for People
Councillor Hannah Packham	-	Portfolio Holder for the Housing Revenue Account
Councillor Phil Bialyk	-	Portfolio Holder for Health and Wellbeing, Communities and Sport

14

MINUTES

The minutes of the meeting of People - Scrutiny Committee held on 2 March 2017 were taken as read and signed by the Chair as correct.

15

DECLARATION OF INTERESTS

No declarations of disclosable pecuniary interest were made.

16

QUESTION FROM THE PUBLIC UNDER STANDING ORDER 19

Mr Peter Cleasby had submitted a question under Standing Order 19, in relation to the St Sidwells' Point Leisure Complex. A copy of the question had been previously circulated to Members, and this, together with the reply from Councillor Bialyk, Portfolio Holder for Health and Wellbeing, Communities and Sport is appended to the minutes.

17

QUESTION FROM MEMBERS OF THE COUNCIL UNDER STANDING ORDER 20

In accordance with Standing Order No 20, a question was put by Councillor Musgrave in relation to the St Sidwells Point Leisure Complex. A copy of the question had been previously circulated to Members, and this, together with the reply from Councillor Bialyk, Portfolio Holder for Health and Wellbeing, Communities and Sport is appended to the minutes.

EXETER : A YOUNG PEOPLE-FRIENDLY CITY

The Programme Manager - Communities presented the report updating Members on the Exeter Youth Strategy, initiated by the Exeter Board, setting out the next stage to help progress this work.

Exeter had the highest population growth rate in Devon with 7% of its population aged between 10 and 17 years. Following the closure of three out of four youth centres in Exeter, the 100 Club Countess Wear was now the base for the head office of the new staff mutual run youth service known as Space. A 'Towards a Youth Strategy for Exeter' document had been developed in partnership with Devon County Council, Exeter Community Forum and the City Council using the feedback from a consultation exercise with the young people.

The Exeter Board had contributed £5,000 and Devon County Council Youth Service made £2,500 available to support the development of the strategy, funding a consultant to help co-ordinate a consultation exercise with young people and write the strategy, printing costs and a launch event. The optimisation and use of resources, alongside commitment from partners was key to the success of this initiative and the work of the Exeter Community Forum and the encouragement of neighbourhoods to help young people would be important.

The main priorities identified by young people through the consultation process were:-

- protection from bullying and violence;
- a voice for young people in the City;
- things to do, places to go;
- support young people's mental health;
- an environment with young people in mind; and
- a young people-friendly economy.

The next stage would be workshops with young people and partner agencies to develop action plans to address some of the issues and programmes identified. It would be helpful for different agencies to identify where a more collaborative approach may be useful to better address young people's aspirations. City Council officers with Space and Voluntary Organisations for Young People and Children Devon would continue work in an advisory group liaising with partner agencies and young people and it was hoped to hold a follow up event in March 2018.

People - Scrutiny Committee noted the report and requested Executive to:-

- (1) commit to working together with young people and key agencies to make Exeter a young people-friendly city, where the views and aspirations of young people are heard and responded to, and where young people can access the best possible services wherever they live and whatever the wider economic, social and political context;
- (2) support the ongoing development of the youth strategy and action planning process to help plan for and address some of the key concerns identified by young people; and
- (3) consider recommendations that emerge from the action planning process to ensure that council services recognise and value young people's views and aspirations and, where feasible, embed these in future service planning and delivery.

PORTFOLIO HOLDER PRIORITIES 2016/17 - YEAR END REPORT

The Portfolio Holders presented updates on priorities for 2016/17.

The Portfolio Holder for People (Councillor Morse) highlighted the following areas:-

- work had commenced on preparing for the introduction of the Homelessness Reduction Act 2018 including updating the Homelessness Strategy; and
- the relocation of the Plough and Share Credit Union from Okehampton to the City Centre had not yet occurred and negotiations were continuing with the City of Plymouth Credit Union to facilitate a possible merger.

Members discussed the impact of the NHS Sustainability and Transformation Plans and whether the Exeter Health and Wellbeing Board would be able to influence the changes proposed. The new Director, Jo Yelland, would be reviewing the work of the Board but it was noted that it was not a statutory body and that Districts were not individually represented on the Devon Health and Wellbeing Board - the Devon Districts were represented by a West Devon Borough Councillor.

The Portfolio Holder for the Housing Revenue Account (Councillor Packham) highlighted the following areas:-

- the setting up a HRA Management Board was progressing with a report to be submitted to this Committee later in the year. Effective democratic accountability would be a key element;
- benchmarking was being used to review the effectiveness of the housing function; and
- an interim report on the housing stock was complete, the final report to be presented to Members later in the year.

The Portfolio Holder for Health and Wellbeing, Communities and Sport (Councillor Bialyk) highlighted the following areas:-

- work on the review of the Exeter Health and Wellbeing Board would take place when Jo Yelland, the new Director was in post;
- the Playing Pitch Strategy including a facilities strategy was included within the Sports Strategy which detailed priorities for the City Council and Active Exeter;
- the potential of Higher Cemetery, Heavitree being included in the cycle network would be examined;
- an expression of interest had been submitted to Sports England in order for Exeter to be selected to bid for Local Delivery Pilot status.

People - Scrutiny Committee noted the reports of the Portfolio Holders.

The Technical Accounting Manager advised Members of any major differences, by management unit, between the approved budget and the outturn for the financial year up to 31 March 2017 in respect of the Housing Revenue Account (HRA) and the Council's new build schemes. An outturn update in respect of the HRA Capital Programme was also incorporated in the report in order to help provide a comprehensive financial update in respect of the Housing Revenue Account.

The 2016/17 financial year had ended with an overall net surplus of £1,498,784. This represented a decrease of £1,640,919 compared to the budgeted deficit of £142,125. A projected under-spend of £958,178 had previously been reported as part of the quarterly budget monitoring updates, therefore the variances in the final quarter of the financial year had resulted in further savings of £682,731.

The total amount of HRA capital expenditure for 2016/17 was £5,620,062, which equated to 89.5% of the revised approved capital programme.

People - Scrutiny Committee noted the report.

21

PEOPLE - FINAL ACCOUNTS - 2016/17

The Principal Accountant advised Members of any major differences, by management unit, between the approved budget and the outturn for the financial year up to 31 March 2017 in respect of People - Scrutiny Committee. An outturn update in respect of the People Capital Programme was also incorporated in the report in order to help provide a comprehensive financial update in respect of the People - Scrutiny Committee budgets.

The final outturn has been calculated and the report highlighted the major differences by management unit from the approved annual budget after adjusting for supplementary budgets. The total variance for the year showed a surplus of £996,047 after transfers from reserves, however, £856,130 of this variance was due to changes in the way support services were accounted for, the actual surplus attributable to People - Scrutiny Committee being £139,9217, as set out in the report.

The People Capital Programme showed a total spend of £590,105 in 2016/17 with £445,095 of the programme deferred until 2017/18.

The People - Scrutiny Committee noted the report.

22

EXETER HEALTH AND WELL BEING BOARD - MINUTES OF THE MEETING HELD ON 31 JANUARY 2017

People - Scrutiny Committee noted the minutes of the Exeter Health and Wellbeing Board of 31 January 2017.

23

TASK AND FINISH SCRUTINY MEMBERSHIP

The Chair presented the report setting out Task and Finish Group membership for 2016/17. He reported that the Director remained a member of the Homelessness Group and detailed the key objectives, findings and actions to date of the Landlord Accreditation Group.

People - Scrutiny Committee noted the report.

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

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1, Schedule 12A of the Act.

25 **PURCHASE AND CONVERSION OF A PROPERTY FOR USE AS TEMPORARY ACCOMMODATION**

The System Lead Housing presented the report proposing the purchase of a property to convert into a hostel to house the homeless. Use of the property would assist the Council in meeting its statutory obligations under the Housing Act 1996 (as amended by the Homelessness Act 2002) and the Homelessness Reduction Act to be introduced in 2018.

People - Scrutiny Committee noted the report and requested Executive to:-

- (1) purchase a property in Exeter in order to convert the property from self-contained units into a hostel to house homeless families and single people, subject to any planning permission and building control consent that may be required; and
- (2) to allocate funding from the Affordable Housing Capital Programme and from the capital receipt from the sale of 22 St David's Hill for the purchase and conversion of the property.

(The meeting commenced at 5.30 pm and closed at 7.00 pm)

Chair

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PUBLIC QUESTION RECEIVED for People Scrutiny Committee – 1 June 2017

Question for People Scrutiny Committee From Peter Cleasby

As none of the tenders for the construction of the leisure complex was within the budget for the scheme, will the Council explain why they did not estimate realistic costs for its construction before inviting tenders?

Response by Councillor Phil Bialyk, Portfolio Holder Health and Wellbeing, Communities and Sport

This topic has been addressed several times over the past few months and I can recap the pertinent matters being:

- *Professional Cost Advisors were appointed*
- *The design was developed in collaboration between the designers & cost consultants*
- *Benchmark cost data was used during the design process to inform the developing design*
- *Tender Price Inflation was included in the Cost Estimates, as were Contingency and Risk allowances*
- *All the above is good practice and the right approach to cost management in a construction project.*

However, the construction industry has been significantly affected following the Brexit referendum. Causing great uncertainty within the industry - to such an extent that the Royal Institute of Chartered Surveyors (RICS) All-in Tender Price Index was initially suspended and has subsequently changed its forecasts several times (predicting inflation / deflation at various times....) – which is unprecedented.

The impact of Brexit was a question at Council on 21st March, the response to which confirmed that

“Brexit is affecting the whole economy. It’s impact on this project has been to add to the complexity of the tender returns, which is causing the current slowdown in our progress on the project.

The pound has decreased in value – this change in exchange rates has increased the cost of raw materials used to build buildings. Also, the uncertainty of the future economy is affecting the way companies consider risk and pricing for future work, especially when fixing prices for the next two years.

Finally, the uncertainty of labour supply into the construction industry is negatively impacting on the willingness of trades to commit to workload for the next two years. There is a skills shortage in the construction industry and this is forecast to increase due to Brexit”

This is not just an isolated matter for Exeter, other projects have been affected by the current market conditions, and a quick search of the internet and trade press has highlighted cost escalations on projects, with headlines such as :

- *Bouygues quits Bristol Arena project in January 2017 - £79.6m to £95m*

- Construction costs on Tottenham Hotspur FC's new stadium have spiralled and Brexit is being at least partly blamed. £400m to £800m.
- £100m Port of Felixstowe distribution centre delayed.
- Garden Bridge could cost 'substantially' more than £185m admits trust

Now I would understand if you were to ask, "how we will avoid a cost increase once the Contractor is appointed?"

I can say that!

The contract will only be let on the right terms for ECC, which will include a fixed price contract.

Fluctuations in exchange rates will be borne by the contractor

Changes in inflation will be borne by the contractor

Changes in the cost of materials will be a risk for the contractor (raw material costs, steel, etc.)

A clear risk allocation schedule within the Contract and proactive project management strategies to manage any risks which are held by the Council (such as change control & ECC governance)

MEMBER QUESTION TO PORTFOLIO HOLDER FOR HEALTH AND WELLBEING, COMMUNITIES AND SPORT at People Scrutiny Committee - 1 June 2017

Question from Councillor Musgrave and response.

Given the apparently rising costs of the St Sidwell's project, is the administration still proceeding with the proposal to outsource the operation of the leisure facility?

Response by Councillor Phil Bialyk, Portfolio Holder Health and Wellbeing, Communities and Sport

The Leisure Centre Programme Board has made the decision to proceed with the procurement of a leisure operator to manage the new facility, this decision was taken during 2014 and reported to full Council. This is in line with the procedure adopted to deal with the Councils existing leisure facilities.

A similar question to this was raised at the recent Extraordinary Council meeting held in March, and I must apologise to everyone that if, in responding members did not follow my reply.

The Leisure Centre Programme Board has not changed or is not proposing to change this decision.

Members were invited to attend a presentation by Council officers, on just "How" we were intending to procure the contract. The contract we believe will deliver benefits to the Council, the workers within the new contract and the citizens of Exeter.

The contract will include the provision of workers' rights and for a Trade Union to be recognised. Users will benefit from a sensible pricing structure and groups using the facilities will form part of the consultation process. Governance and control of the contract together with accountability will form part of the arrangements.

A soft market exercise has taken place and results show great interest from the major players in the market. This will bring benefits to the operation and will offer the chance to re-visit the existing contract, which comes to an end in 2020.

We must be, as a City aspirational, and we intend to bring forward plans to improve our existing leisure facilities, a report is in the process of being produced and will be brought to Scrutiny at the appropriate time.

Members will be invited to a "members briefing" at which key elements of the Operational contract will be discussed and opinions sought prior to the tender going out. This will be an opportunity for all members to be involved.

I have always stated that we intend to consult and invite opinions on these matters, and this I believe we are doing.

I welcome this opportunity and hopefully others to explain the case for improving our facilities and achieving our aim of making the City the most active in the South West.

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PLACE SCRUTINY COMMITTEE

12 June 2017

Present:

Councillor Sills (Chair)

Councillors Lyons, Foggin, D Henson, Owen, Mitchell, Wardle and Wood

Apologies:

Councillors Keen and Prowse

Also present:

Deputy Chief Executive, Service Manager, Community Safety & Enforcement, Environmental Health and Licensing Manager, Economy and Enterprise Manager, Principal Accountant (PM), Principal Accountant (MH) and Democratic Services Officer (Committees) (MD)

In attendance:

Councillor Brimble	- Portfolio Holder for Place
Councillor Denham	- Portfolio Holder for City Transformation, Energy and Transport
Councillor Gottschalk	- Portfolio Holder for City Development
Councillor Bialyk	- Portfolio Holder for Health and Wellbeing, Communities and Sport
Councillor Sutton	- Portfolio Holder for Economy and Culture.
Councillor Thompson	
Councillor Musgrave	

20 **Minutes**

The minutes of the meeting held on 9 March 2017 were taken as read and signed by the Chair as correct.

21 **Declaration of Interests**

No declarations of disclosable pecuniary interest were made.

22 **Questions from Members of the Council under Standing Order 20**

In accordance with Standing Order No 20, a number of questions were put by Councillor Mrs Thompson and also Councillor Musgrave on developments, process and the Public Spaces Protection Order. A copy of the questions had been previously circulated to Members, and these, together with the responses from Councillor Gottschalk, Portfolio Holder for City Development, Councillor Denham, Portfolio Holder City Transformation, Energy and Transport and Councillor Brimble Portfolio Holder Place are appended to the minutes.

23 **Public Realm Surface in Sidwell Street**

The Deputy Chief Executive discussed the quality and safety of the footpaths at Sidwell Street, in relation to the interim arrangements for the Bus Station, and that there had been an increased footfall after the closure of the Bus Station. He highlighted where Devon County Council were looking to replace the slabbed footways with tarmac. This had been brought to the Committee because it would impact on deterioration in public spaces and the wider city.

In response to questions raised by Members, the Deputy Chief Executive explained that Exeter City Council were unaware of these issues until work by Devon County Council had begun at Sidwell Street. It was important that Members were informed of the work and to consider inviting Devon County Council to the September meeting to provide an update on the planned work.

Members discussed the best options for the planned tarmac and the importance of warning and informing the public of potential safety issues and areas. It was anticipated that joint work would take place between Exeter City Council and Devon County Council to develop a way forward in terms of future programming and to the public realm maintenance in the city centre.

County Councillor Stuart Hughes Highways Portfolio, and City and County Councillor Andrew Leadbetter (DCC Liaison for Exeter) had been invited to attend the September meeting to update City Members. The Chair recommended Members address issues at the next Scrutiny meeting.

24 **Scrutiny Committee Portfolio Holders' Year End Update - June 2017**

Councillors Brimble, Denham, Gottschalk, Bialyk and Sutton presented the following updates on priorities for Place, City Transformation Energy & Transport, City Development, Health and Wellbeing, Communities & Sport and Economy and Culture respectively for 2016/17.

Place

The Portfolio Holder for Place reported the following updates:-

- An external Recycling Advisor had been appointed for a four month contract for low recycling areas. The engagement work was expected to commence mid-summer 2017;
- Anti-social behaviour such as graffiti issues were being addressed and there was the pending implementation of the PSPO and work with other Local Authorities to improve CCTV surveillance into the city;
- Following the Service Managers retirement, the Parks and open spaces work was moving forward.

In response to Members' questions, the Portfolio Holder for Place responded as follows:-

- Further details of the Recycling Advisor appointment and where the post holder would be working would be confirmed with the Cleansing and Fleet Manager. A written response would be provided to take issues forward;

- He would meet with Councillors Mitchell and Owen and representatives of the St James Ward and Victoria Street concerning recycling issues. Other issues should be reported to the cleansing team;
- The use of seagull-proof bags would be the most efficient means of managing waste to stop its spread and demonstrate that Exeter was an innovative city. He would also view a video of the St James area regarding refuse bags left out by students which had attracted seagulls;
- Exeter University would contribute to the budget to pay for sea-gull proof bags and he stated the importance of remaining fair to all residents. He recommended that Councillors monitor their Wards and contact him.

A Member commented that the door step food waste collection would assist with improving the recycling issues once it had been implemented.

Health and Wellbeing, Communities & Sport

The Portfolio Holder for Health and Wellbeing, Communities & Sport reported the following updates:-

- The implementation plan was being finalised;
- St Sidwells Point and bus station developments were ongoing and it was expected that this complex would become the heart of the city. There would be a need to bring Wonford and Riverside centres up to date;
- The new director would lead on aspiring Exeter to become the most active city in Devon and promote a positive impact on Health and Wellbeing;
- The bus station tenders were over expectation, which led to an Extraordinary Council meeting being held. Questions would be taken to Members' Briefings and a revised budget would be taken to Council. All information would be provided to Members at the appropriate time;
- There were three potential options to move forward - make no changes, spend the budget amount or to revise the budget. The options would be brought to Members to ensure a transparent process.

In response to a Members' question, the Portfolio Holder for Health and Wellbeing, Communities & Sport responded that the Sports England bid update outcome was expected to be completed in June and would be confirmed by Exeter City Futures.

City Transformation, Energy & Transport

The Portfolio Holder for City Transformation, Energy and Transport provided a brief overview of her portfolio and in response to Members' questions, responded as follows:-

- There was no available data at present on the progress of Co Cycles, but information would be provided when known. The scheme was very popular, but it was noted that the bikes couldn't be charged at the Civic Centre. It would also be beneficial to make the bikes more available to staff;
- There had been continuous improvements made to cycle routes which the pavement and cycle path quality had improved;
- Co-Cycle could be invited to the September Scrutiny meeting.

City Development

The Portfolio Holder for City Development reported the following updates:-

- The Government targets for time taken to determine applications were at an acceptable level;
- The Development team were now running at full employment level.

In response to Members' questions, the Portfolio Holder for City Development responded:-

- Though he was new to the Portfolio, he would provide a written response concerning the development of the new St James Neighbourhood Plan;
- Under the CIL Regulation, student accommodation money could be used on other areas of the community;
- He would be speaking to the City Development Manager to ensure that there were improved communications to ensure clarity concerning student accommodation.

Economy and Culture

The Portfolio Holder for Economy and Culture referred Members to her priority list, but no questions were raised by Members.

The Place Scrutiny Committee noted the reports of the Portfolio Holders.

25 **Environmental Enforcement Options**

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

In response to Members' questions, the Service Manager Community Safety and Enforcement responded:

- There would be a contractor selection process where details of officer numbers and deployment times and locations would be discussed and agreed;
- There had been minimal fines since 2010/11 where a total of 619 Fixed Penalties were issued. The fines were for £75;
- An approach would be agreed with the successful contractor to protect the Council's reputation and to provide appropriate means to collect fixed penalty fines
- The 12 month pilot scheme would cover the whole city, to include areas where residents were likely to own more dogs;
- Paid dog walkers would be monitored in the scheme;
- Discussions would be held with the contractor to ensure both littering and dog fouling offences were addressed. Initial exploratory research suggested it would be likely that four officers would patrol in pairs with the Police being made aware of their presence and remit.
- The expectation is that the pilot scheme would incur no cost to the Council.

Place Scrutiny Committee supported and recommended approval by Executive of the following:-

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

26 **Review of Environmental Health and Licensing Statutory Service Plan 2017/18**

The Environmental Health and Licensing Manager presented a report which sought approval for the adoption of the Environmental Health and Licensing Statutory Service Plan 2017/18. The Statutory Service Plan sets out the Council's regulatory function in respect of food safety, health and safety, licensing, environmental permitting and other statutory functions over the forthcoming year. The Food Standards Agency Framework Agreement required the Council to produce a Food Law Enforcement Plan (referred to as the Enforcement Plan). The key aim of the plan was to demonstrate how the Council will fulfil its regulatory obligations in respect of its food safety service. A draft copy of the plan was available on the Council's website, in the Members' Room, or available on request.

The Environmental Health and Licensing Manager highlighted some of the challenges his team had face during 2016/17:-

- The several large fires across the city, and the out of office support provided;
- Service inspections of 618 food businesses representing 99.5% of the total;
- There had been 4,465 Service requests received for food safety, health and safety regulation, infectious disease control, air quality and other service requests. There had been 450 anti-social behaviour cases dealt with;
- The inclusion of CCTV in taxis and the prosecution of four drivers operating Hackney Carriages without a licence;
- The Best Bar None Scheme had won an award for the most innovative scheme;
- Improvements to public communication using new media outlets.

The Environmental Health and Licensing Manager discussed how his team had been raising awareness of child exploitation to increase understanding of this modern day slavery and identify where it could happen.

He discussed several of the priorities for 2017/18, which included the development of a strong community safety partnership, developing a sustainable city, to maintain a high standard in food safety, promoting safer workplaces, enhancing safety of the night time economy, Private Hire and Hackney Carriage Licensing, development of a strong Exeter Business Against Crime (EBAC) Partnership and the implementation of the Public Spaces Protection Order for Exeter City Centre.

In response to Members' questions, the Environmental Health and Licensing Manager:-

- Discussed the future of the help zone, which he was hoping that partners would be able to get up and running from September;
- Discussed the work around modern slavery and child sexual exploitation;

- The new media outlets used for public communications would be the use of social media, raising awareness of education sessions and schemes being delivered by the service.

The Chair and Members expressed their thanks to the Environmental Health and Licensing Manager and his team for their hard work during 2016/17.

The Place Scrutiny Committee supported and requested Executive to recommend approval by Council of the Statutory Service Plan, and the Environmental Health and Licensing Manager be authorised to change the Statutory Service Plan in the light of centrally issued guidance and/or to meet operational needs.

27 **Place Final Accounts 2016/17**

The Principal Accountants (PM and MH) advised Members of any major differences, by management unit, between the approved budget and the outturn for the financial year up to 31 March 2017 in respect of the Place Scrutiny Committee. An outturn update in respect of the Place Capital Programme was also incorporated into this report in order to help provide a comprehensive financial update in respect of the Place Scrutiny Committee Budgets.

The 2016/17 financial year had ended with a deficit of £3,211,221 after transfers from reserves, however £2,198,565 of this variance was due to the way support services were accounted for. The actual surplus attributable directly to Place Scrutiny Committee is £1,012,655 after transfers from reserves as detailed in an appendix to the report.

Details of the schemes completed during the final quarter of 2016/17 were set out in the report along with the overall financial performance of the Place Capital Programme detailed in an appendix attached to the report. The Place Capital Programme showed a total spend of £3,299,147 with £1,264,701 of the programme deferred until 2017/18.

In response to Members' questions the Environmental Health and Licensing Manager responded commented that the Riverside Arches located behind the Riverside Leisure Centre, and had been a location for anti-social behaviour.

The Principal Accountant (PM) commented that he would provide additional information to Members concerning City Wide Property Level Protection.

The Place Scrutiny Committee noted the report.

RECOMMENDED that Members of Place Scrutiny Committee assure themselves that Officers review areas with significant variances and undertake the necessary actions to address the issues that the variances may cause.

28 **Update on the Visitor Strategy 2018 - 2020**

The Economy & Enterprise Manager presented a report which updated Members on progress made with developing a new visitor strategy for Exeter. It was necessary to consult with the tourism industry and business community of Exeter to develop the new visitor strategy, working towards its proposed vision and priorities. She discussed the five priorities detailed in the report.

In response to questions from Members, the Economy & Enterprise Manager advised that the City Centre Strategy was addressing the issue of bus transport to Exeter Quay. Members discussed inviting a representative from Stagecoach to attend a future meeting, to discuss planned bus routes.

Exeter was raising its level of awareness within the UK, especially after Exeter Chiefs winning the Premiership Rugby final. It was agreed to widen the promotion of the city, taking into account Exeter Chiefs recent success and the knock on effect in raising the profile of Exeter.

Place Scrutiny Committee supported the adoption of the vision and priorities for the Exeter Visitor Strategy 2018 – 2020.

29 **Pop-Up Shop Space in Exeter**

The Economy & Enterprise Manager presented a report which updated Members on the pop-up shop landscape within Exeter and to promote opportunities to help encourage and support new business start-ups within Exeter.

The Economy & Enterprise Manager discussed the Exeter Commercial Property register and updated Members that, in the first five months of 2017, there had been 367 requests and searches received for office, retail and pubs & restaurants in Exeter. This demonstrated that there was a continued demand for space within Exeter for small scale office accommodation, workspace, retail and food & drink. There was a need to introduce additional incubator spaces in consultation with City Development, Corporate Property and the business community to provide new opportunities in the city.

A Member commented on the option of adapting shipping containers into functional shopping premises which was agreed would be a viable option. In response to questions from Members, the Economy & Enterprise Manager responded:

- There was a mix of use of premises across in the city centre, with a proposal to setup a teenage market to demonstrate what help could be given to assist younger people in setting up their own business.
- If Exeter City Council decide to support additional incubator space in the city, business support could be provided as part of the package to new business start-ups support businesses.

Place Scrutiny Committee supported the following:-

- (1) Promotion of the pop-up shop opportunities across the city through the Exeter Commercial Property Register and through social media;
- (2) Development of a business case to introduce additional incubator spaces in Exeter in consultation with City Development and Corporate Estates, to provide opportunities for new office, workspace, retail and food & drink; and
- (3) Research opportunities in developing a Teenage Market in Exeter.

30 **Appointment of Legacy Leisure Working Group and Minutes**

The minutes of the Legacy Leisure Working Group meeting held on 4 April 2017 were circulated for Members' information, which included future dates of meetings for the year. Councillor Foggin was appointed to serve on the Legacy Leisure Working Group for the forthcoming Civic Year.

Place Scrutiny Committee noted the minutes of the Legacy Leisure Working Group held on 4 April 2017.

31 Task and Finish Scrutiny Membership

The Chair presented the report setting out the Task and Finish Group membership for 2016/17.

The Place Scrutiny Committee noted the report.

The meeting commenced at 5.30 pm and closed at 7.15 pm

Chair

MEMBER QUESTIONS TO PORTFOLIO HOLDER at Place Scrutiny Committee – 12 June 2017

Questions from Councillor Mrs Thompson

(1) Is the Portfolio Holder able to explain how internal amendments to a Planning Consent which change the proposals of the application presented to the Planning Committee and override the public consultation are considered?

- Councillor Gottschalk responded to the question that there were two ways of amending a planning consent. Amendments which were "non-material" were dealt with through an application for a "Non-Material Amendment Application". The Local Planning Authority had 28 days to deal with such an application and there were no requirements to consult anybody.

Material amendments were dealt with by way of an application under Section 73 of The Town and Country Planning Act 1990. The LPA does consult on such applications and should consent be granted it would have the effect of a brand new planning approval. Whether either type of application was determined by officers or the Planning Committee was covered by the general powers of delegation contained within the constitution. In practice many Section 73 applications on major developments were considered by Committee whereas non-material amendments were not.

- Councillor Thompson asked a supplementary question, could the Portfolio Holder define the technical amendment.
- Councillor Gottschalk responded to the supplementary question, explaining that material amendments would have an impact on the external party.

(2) In the event of a breach of a Consent is this a confidential matter between the LPA and the Developer or a matter of transparency for the public domain?

- Councillor Gottschalk explained that the Council treats enforcement complaints confidentially but the complainant was always advised of the reasons for a particular course of action. Details of individual enforcement cases were not therefore in the public domain.
- Councillor Thompson asked a supplementary question to the Portfolio Holder to confirm if enforcement was a private matter.
- Councillor Gottschalk responded to the supplementary question, informing that though enforcement was a private matter, information could be obtained from members of the public upon request.

(3) If there is a breach to the Consent is the breach brought to the attention of the Planning Committee prior to considerations of a S. 73 application - or is the cause of breach allowed to continue and progress?

- Councillor Gottschalk responded that it was not routinely but the expediency of enforcement action may be discussed with the Portfolio Holder/Chair of Planning Committee. If there had been a breach which a Section 73 seeks to regularise, then this may be reported in the officer's report to committee. Although this did not alter the way in which an application should be dealt with. It must be considered on its merits.

- Councillor Thompson asked a supplementary question to the Portfolio Holder about expanding on the resolving issue, and was it the policy of the Council to seek to deliver a more practical approach.
- Councillor Gottschalk responded to the supplementary question by requesting this question in writing.

(4) What is the formal procedure for making a decision to pursue or not to pursue enforcement in event of a breach?

- Councillor Gottschalk explained that the decision on expediency rests with the City Development Manager who may take the advice of the Portfolio Holder and City Solicitor. Formal enforcement action could only be undertaken by the City Development Manager in agreement with Portfolio Holder and City Solicitor.
- Councillor Thompson asked a supplementary question, on whether there was a benchmark for a material breach.
- Councillor Gottschalk responded to the supplementary question by confirming that this was answered as part of a previous response.

(5) If a Certificate B was issued with the first application are these revisited if any amendments are made to the original consent or a subsequent application?

- Councillor Gottschalk responded that it was not in respect of a "Non-Material Minor amendment" but an application under Section 73 needed to include the relevant certificates.
- Councillor Thompson asked a supplementary question, on whether the Certificate B was connected to Planning and would there be an impact?
- Councillor Gottschalk responded to the supplementary question by confirming that there would be no impact.

(6) Could you please confirm (as I understand) The Monkerton Heat Company Limited, company number 09853521 has six representatives listed with one representative from Exeter City Council Planning Department?

- Councillor Denham responded that the Exeter City Council representative was from the City Development team on behalf of the City Council and was one of the six appointed Directors of The Monkerton Heat Company.
- Councillor Thompson asked a supplementary question to request clarification on how the MHC would be operated including funding for when Exeter City Council was the only shareholder and would additional directors to the existing planning officer be appointed in the future?
- Supplementary written response by Councillor Denham: The Development Phase is likely to continue for more than 10 years. Consideration will be given to the appointment of alternative and additional directors towards the end of the development phase. The operation of the company by the City Council has been estimated as certainly less than £10,000 including all officer time.

(7) Could the Portfolio Holder for City Development clarify how the democratic process is implemented to ensure Exeter City Council has no conflict of interest with private development companies please?

- Councillor Denham responded that the Monkerton Heat Company (MHC) exists to administer a contract with Eon to operate the District Heating scheme at Monkerton. It receives from each of the developers a long lease on the ground within which the District Heating pipework runs. MHC in turn grants a sublease to Eon. Once each developer had completed development on their site and completed the head lease, they surrender their shares in MHC. Once all developers had transferred their shares, Exeter City Council remained the only shareholder in MHC and as such had sole control.
- Councillor Thompson asked a supplementary question to enquire that as the development companies drop out, could the City Development Portfolio Holder advise on any future liabilities in relation to infrastructure or satisfactory performance of the heating system in the longer term?
- Supplementary written response by Councillor Denham: The maintenance of the district heating infrastructure is the responsibility of operator as set out in the contracts which run until 2082. The contracts set out the requirements for the infrastructure and plant to be handed over in satisfactory condition at the end of the contract period. At that time the Monkerton Heat Company would have the opportunity to re-let the contract to operate the District Heating System

(8) Could you advise the professional status of the other directors and could you explain how conflicts of interests are avoided?

- Councillor Denham responded that she was not aware of the professional status of all of the other directors. Monkerton Heat Company (MHC) was created to deliver a District Heating Scheme at Monkerton, required by planning policy secured through Section 106 agreements that were binding on the Developers. In this specific regard the developers and Exeter City Council were not conflicted and MHC did not create any conflict of interest with Exeter City Council elsewhere.
- Councillor Thompson asked a supplementary question, to ensure that there was no conflict of interest when receiving applications/ variations from fellow directors of the MHC (should they be directors of development companies) was it transparent there was no conflict of interest by the City Council as per the Constitution?
- Supplementary written response by Councillor Denham: District Heating is a planning requirement and the Monkerton Heat Company is a vehicle that has been created to enable that requirement to be delivered. There is no conflict with other planning controls.

Question from Councillor Musgrave

(1) Are you still confident the imminent implementation of the PSPO will reduce antisocial behaviour without having a detrimental impact on the street community?

- Councillor Brimble responded that he strongly believed in defending the rights of homeless people and rough sleepers. He believed that the outreach work with Julian House was finding a positive way to help these people get the support they need to give them a better life. Shortly after taking up this portfolio, he met with the Environmental Health and Licensing Manager to be briefed on Community Safety and Anti-Social Behaviour issues, including work conducted regarding the Public

Spaces Protection Order (PSPO). He was briefed upon the guidance and protocol that had been drawn up as well as training that he had and continued to undertake with the Police.

As a council we strongly believe in finding positive ways to help people out of a life of homelessness and rough sleeping. However we have to be clear that Public Spaces Protection Order was designed to address anti-social behaviour rather than the issue of homelessness and rough sleeping. As a Council we must address the problems of anti-social behaviour.

In line with the report that went through the committee cycle in January and February, the protocol and training had delivered on Members' wishes to educate and seek rectification to unacceptable behaviour that had a detrimental impact on the city, which the majority of which would not be part of the street attached community.

However as had been the case over the last 12 months, there was a clear mechanism in place to work with those who have complex problems to tackle the root causes through a positive pathway and not just tackle the symptoms displayed through behaviour. As part of the adoption of the PSPO, it was agreed that a report would be presented to Scrutiny to update Members six months after the order was implemented as to its operation and effectiveness in reducing problematic anti-social behaviour it sought to manage, together with any negative or unforeseen impacts that it may develop. In addition Councillor Brimble would also be seeking regular updates from the Environmental Health and Licensing Manager as part of his regular Portfolio Holder meetings.

- Councillor Musgrave asked as a supplementary question, would there be any detrimental impact on the street community and would it affect pulling the PSPO from use?
- Councillor Brimble responded to the supplementary question by informing that the Council had voted to use the PSPO to target anti-social behaviour in the city and would not to focus on the homeless community.

CORPORATE SERVICES SCRUTINY COMMITTEE

22 June 2017

Present:

Councillor Sheldon (Chair)

Councillors Warwick, Hannan, Holland, Lamb, Owen, Morris and Musgrave

Apologies:

Councillor Baldwin

Also present:

Chief Executive & Growth Director, Chief Finance Officer, City Surveyor and Democratic Services Officer (Committees) (SLS)

In attendance:

Councillor Peter Edwards - Leader
Councillor Ollie Pearson - Portfolio Holder for Support Services

20 **Minutes**

The minutes of the meeting held on the 23 March 2017 were taken as read and signed by the Chair as correct.

21 **Declarations of Interests**

No declarations of disclosable pecuniary interest were made.

22 **Portfolio Holders Statements**

Councillors Edwards and Pearson presented the following progress reports on priorities as the respective Leader of the Council and Portfolio Holder for Support Services:-

Leader

The Leader presented the priorities for 2016/17.

In response to Members' questions, the Leader reported the following updates:-

- progress made in respect of devolution with the Heart of the South West partners had halted, in part due to outcome of the General Election. Work had continued on a draft Productivity Plan and a draft Terms of Reference which had been released for the Heart of the South West Joint Committee to consider. He also noted the comment on the importance of safeguarding jobs for the future.
- there had been several meetings in respect of the Council's new approach to deliver housing and commercial schemes, and proposed formation of a development company. A report would come before Members in due course for consideration.

Support Services

The Portfolio Holder for Support Services reported the following updates:-

- the innovative and sensitive use of new technology which enhanced communication with local residents, businesses and the general public in the days after the fire at the Royal Clarence Hotel last October. He advised that the Communications team received an award from the Chartered Institute of Public Relations Excellence Awards 2017, in the Issues, Crisis or Reputational Management category for exemplary public service work with limited resources. The small team managing energy saving projects had also received a number of accolades and awards for energy management. He felt that the awards for both were testament to the investment made in better communications across the Council.
- the Council's investment and the commitment by the team involved in bringing forward the Channel Shift initiative, and similarly that team had received an award from the Society of Information Technology Managers (SOCITM) in part in recognition for the experience of users contacting the City Council with the development of the 'click to call' functionality. This was considered particularly important as the Council's web site received a million hits a year.

A Member wished to endorse the Portfolio Holder's comments that the City Council's web site was easy to navigate.

The Portfolio Holder for Support Services also responded to Members' questions, as follows:-

- following a resolution by Council, the live streaming of Committee meetings was being investigated by the Democratic Services and the Communications team, to consider ways in which to further engage the public, and a number of options would be considered. The Communications team were working on developing a live stream platform using iPhone technology equipment, to ensure that the essence of the meeting was captured and every effort would be made to make it as visually engaging as possible. A further live streaming of a Council meeting would take place as soon as possible, but certainly following the next cycle of Committee meetings. He agreed that there should be a notice or advice given to ensure everyone was aware that filming was taking place to ensure that conversations could not be captured unwittingly.

Corporate Services Scrutiny Committee noted the reports of the Leader and Portfolio Holder for Support Services.

23 **Renewable Energy Programme Update**

The City Surveyor presented a report which provided an update on the third year of the Renewables and Energy Efficiency Programme, the income and savings generated and a summary of the performance, together with feasibility work for a new programme of projects to commence in 2017/18. He confirmed that the team's work was now generating annual income and savings of £350,000 per annum with a total saving of £750,000 since 2012.

Following the approval of the Renewable Energy Strategy in February by Executive, the Energy team was working on a range of new projects including: -

- Large Solar PV;
- Battery Storage;
- LED Replacement Lighting, and
- Energy Monitoring with SMART controls.

In response to Members' questions, the City Surveyor clarified the following:-

- he thanked the Member for the comments on this being an exciting area of work for the City Council. The team were busily working through the programme and whilst more could be achieved with more resources, and the timetable was challenging, it was nevertheless achievable.
- it had not been possible to install solar panels at the new stand at Exeter City Football Club due to the stand's position. However, every effort would be made to pursue solar panels for the main stand, but the panels had to be fit for purpose and withstand a rigorous environment. If the panels were to be installed, a solar power purchase agreement would be agreed with the Football Club.
- he also addressed an enquiry about the Riverside Leisure Centre and stated that it was leased to Parkwood Leisure by the City Council. The repair of the fire damage to the roof was the subject of an insurance claim but it was hoped that the new structure would be suitably robust to hold solar panels. Parkwood Leisure already had a combined heat and power agreement for the building so that demand might be restricted. However, it was anticipated that, even without onsite demand, a sound business case for investment could be made.

Corporate Services Scrutiny Committee noted the report and progress made to date, income and savings generated up to April 2017, and projects planned for year three of the Renewables and Energy Efficiency Programme; and that the reporting regime for future progress would include a six monthly update using the Scrutiny Bulletin and an annual report to Corporate Services Scrutiny Committee.

24 **Capital Monitoring 2016/17 and Revised Capital Programme for 2017/18 and Future Years**

The Chief Finance Officer presented the report which updated Members of the overall financial performance of the Council's capital programme for the 2016/17 financial year, and sought approval for the 2017/18 revised capital programme, including commitments carried forward from 2016/17. The revised capital programme of £12,925,960 and expenditure in the year amounted to £9,942,174, and the actual expenditure during 2016/17 represented 76.92% of the revised capital programme. The sum of £2.884 million had been identified and would need to be carried forward to be spent in future years. The report also set out the expenditure variances that had arisen since December 2016 and schemes to be deferred to 2017/18 and beyond. The Chief Finance Officer also drew attention to a future funding request for £60,000 for a new ashes section at Exwick Cemetery to provide additional internment capacity for the next two years. He also responded to a Member's question about the process for furthering funding requests.

The Chief Finance Officer also gave the following response to a Member's question in light of the tragic fire at the Grenfell tower block in London, relating to the replacement of new front doors in Council properties in Exeter as part of fire safety

compliance. The Member also sought an assurance that all necessary fire safety checks and any necessary works identified within the Council's properties were up to date, were in compliance with all current fire regulations, as £400,000 had been spent on fire risk assessments, but she had noted a carryover of £63,000 to 2018/19.

The Member was advised that the Housing Department undertook regular fire safety checks by means of fire risk assessments, weekly fire alarm and monthly emergency lighting checks. In addition, weekly visits were made by the City Council's Older Persons Property Officers to sheltered schemes. A sum of £437,000 was budgeted for this financial year to undertake the bulk of the remedial works coming out of previous fire risk assessments. This followed a strategic review of the fire risk assessments last year and works outstanding. This may seem to be a substantial sum, but the City Council had 437 risk assessments, so there was a direct correlation with each assessment costing around £1,000 each. It was anticipated that all the remedial works could be achieved in this financial year, and subsequent years would require a significantly smaller budget.

Corporate Services Scrutiny Committee noted the report and recommended Executive and Council approve the following:-

- (1) overall financial position for the 2016/17 annual capital programme; and
- (2) amendments and further funding request to the Council's annual capital programme for 2017/18.

25 **Overview of Revenue Budget 2016/17**

The Chief Finance Officer presented the report which advised Members of the overall financial position of the Housing Revenue Account and the General Fund Revenue Budgets for the 2016/17 financial year. The report also sought approval for the respective General Fund and the Housing Revenue Account working balances. The detail of a number of supplementary budgets totalling £1,520,867 had also been requested and included in the report. The General Fund working balance at 31 March 2017 would be £5,264,841, the Housing Revenue Account working balance for the same period would be £8,567,454 and the Council Own Build working balance to be set at £208,097. He explained that Committee would need to formally approve the Council's end of year financial position and carry forward any budgets that were not spent, but where funding was still required. Further information on the General Fund Services Committee would set out an overall underspend of £1,407,213, against a revised budget of £15,028,650.

He also drew Members' attention to a request to vire budgets to be in line with new technical accounting practices and to align the presentation of the budget to be more meaningful to the individual Committees.

The following responses were given to Members' questions by the Chief Finance Officer:-

- a large increase in outstanding sundry debt with a value of £5 million related to an invoice for a capital receipt for the sale of the bus depot site, and there had been no delay in settling the account following the completion of the sale.
- despite there appearing to be an overpayment in respect of Clifton Hill Sports Centre, this related to a budget allocated to address the depreciation of assets to reflect the use of the asset, which for local authorities is removed below the line to have a neutral impact on the Council Tax.

Corporate Services Scrutiny Committee noted the report and requested that Council note the overview of the Corporate Services budget for 2017/17 and approve (where applicable):-

- (1) the net transfer of £330,710 from earmarked reserves as detailed in paragraph 8.3.6;
- (2) supplementary budgets of £1,520,867 as detailed in paragraph 8.3.8
- (3) earmarked reserves at 31 March 2017;
- (4) the virements detailed in 8.3.9;
- (5) the council tax account and collection rate;
- (6) the outstanding sundry debt, aged debt analysis and debt write-off figures;
- (7) the creditor payments performance;
- (8) having regard to the overall financial position of the Council, the General Fund working balance of £5,264,841 as at 31 March 2017; and
- (9) the housing revenue account working balance of £8,567,454 and the Council Own Build working balance of £208,097 as at 31 March 2017.

26 **Treasury Management 2016/17**

The Chief Finance Officer presented the report on the overall performance for the 2016/17 financial year, and the position regarding investments and borrowings at 31 March 2017. The report, which was a statutory requirement, set out the detail of investments made and levels of borrowing by the City Council, which had been undertaken in accordance with the Council's approved Treasury Management Practices. He also confirmed that the Council had approved a Treasury Management Strategy in February 2017 and assured Members that any proposed amendment to the regime would be reported. Officers continued to explore new investment opportunities that could return potentially higher yields, ensuring that any decisions taken would continue to be prudent and comply with the Investment Code of Practice.

He responded to a Member's question and agreed to include a six month snapshot in terms of the value of the Council's investments, as he received a regular report from the Churches, Charities and local Authorities Trust Management Ltd (CCLA).

Corporate Services Scrutiny Committee noted the Treasury Management report for the 2016/17 financial year and recommended approval by Executive and Council.

27 **Budget Monitoring – Final Accounts 2016/17**

The Chief Finance Officer presented the final outturn report for 2016/17, and advised Members of any major differences, by management unit, between the approved annual budget, and the outturn for the financial year up to 31 March 2017 in respect of Corporate Services - Scrutiny Committee. The total variance for the year showed a deficit of £2,099,291 after transfers from reserves, however, £2,900,256 of this variance were due to changes in the way support services were accounted for as detailed in the circulated report. The actual surplus attributable directly to Corporate

Services Committee was £800,965 after transfers from reserves and revenue contribution to capital, as detailed in an appendix incorporated into the report.

The Chief Finance Officer responded to a Member's comment on the overspend in relation to the Elections and Electoral registration budget. He stated that although the additional 'snap' General Election had not been included in the budget, recompense would be made by the Government in due course.

Corporate Services Scrutiny Committee noted the report.

28 **Members' Allowances Paid 2016/17**

The Democratic Services Officer (SLS) presented the report on allowances paid to Elected Members in 2016/17. The Council had a statutory obligation to publish all allowances paid, and expenses claimed by Members for each financial year.

Corporate Services Scrutiny Committee noted the allowances paid and expenses claimed by Members in 2016/17.

29 **Task and Finish Scrutiny Membership**

The Chair presented the report setting out the Task and Finish Group membership for 2016/17.

Corporate Services Scrutiny Committee noted the report.

The meeting commenced at 5.30 pm and closed at 6.20 pm

Chair

AUDIT AND GOVERNANCE COMMITTEE

Wednesday 21 June 2017

Present:-

Councillor Vizard (Chair)
Councillors Wood, Harvey, Mrs Henson, Lamb, Musgrave, Sheldon and Warwick

Also Present

Chief Finance Officer, Audit Manager (HK) and Democratic Services Officer (Committees)
(MD)

Darren Gilbert – Director KPMG

12

APOLOGIES

Apologies were received from Councillor Baldwin and Rob Andrews, KPMG.

13

MINUTES

The minutes of the meeting held on 15 March 2017 were taken as read and signed by the Chair as correct.

14

DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interests were made.

15

EXTERNAL AUDIT PROGRESS REPORT AND TECHNICAL UPDATE

Darren Gilbert, Director KPMG presented the progress report which provided Members with an updated position with regards to the delivery of their responsibility as the City Council's external auditor. Members were advised that the report was in two parts, the progress report and a technical update. He explained that the Audit was going well with a few minor points, which they considered didn't warrant an interim report. A report on the outcome of the audit of the financial statements and VfM conclusion would be provided to the Audit and Governance Committee in September. The interim fieldwork had been completed in January 2017.

He discussed the Value for Money approach for 2016/17 and explained its part in the audit plan and that progress had been made on following up the procurement risk which would be tested further in respect of 2016/17. The Benefit Subsidy Form 2016/17 had been received after it had been submitted by the Council to the Department of Work and Pensions (DWP). He explained that there was no other work currently ongoing.

In response to Members' questions, Darren Gilbert and the Chief Finance Officer responded:

- The role of the external auditors in relation to projects like the new leisure complex was to assess risks to major schemes, governance, progress monitoring, monitoring where money was spent and to ensure there were fair arrangements for getting value for money;

- There was keen interest in the Devon area to be a pilot scheme for 100% Business Rates retention, however the Councils were waiting for a response, as to whether this would progress post-election;
- There were no impacts for next year currently that would risk the Council not meeting the new statutory deadline for closing the accounts. The Exeter Science Park had a potential to trigger a requirement for group accounts, which would add an extra amount of work;
- The KPMG Audit Letter 2016/17 complemented this report, and this item.

The Chief Finance Officer informed Members that the legal deadline to complete accounts next year was 31st May 2018, however this year the draft publication was completed by the 25th May. He highlighted that the new procedures had worked well and the Council was ahead of schedule.

The Audit and Governance Committee noted the External Audit Progress Report and Technical Update report.

16

KPMG AUDIT LETTER 2016/17

Darren Gilbert, Director from KPMG presented, the Audit letter, which explained that the planning and interim audit work set out in the External Audit Plan had been completed. He commented that this item had been explained as part of the external Audit Progress Report and Technical Update report.

The Audit and Governance Committee noted the Letter.

17

ANNUAL GOVERNANCE STATEMENT 2016/17

The Chief Finance Officer presented the report that set out the Annual Governance Statement to accompany the Council's Statement of Accounts for 2016/17. He explained that the Council was required to prepare and publish an Annual Governance Statement by Regulation 4 of the Accounts and Audit (England) Regulations 2011. The Governance Statement reported on the Council's performance against the Code of Corporate Governance which had been approved by the Audit and Governance Committee on 7 December 2016 to reflect the updated code.

He discussed the significant governance issues of 2015-16, highlighting reduction in resources, separation of duties and procurement issues. He provided an overview of 2016-17 significant governance issues, highlighting the key areas of focus. In response to questions from Members, the Chief Finance Officer responded:-

- Projects such as the leisure centre complex were now being reviewed by an experienced procurement team member;
- The current position of procurement was that the job evaluation had been completed. It was unlikely that the roles would be filled before a final decision was made on the leisure centre;
- The accounts expenditure for up to 31 March 2017 had been addressed and, if a significant expenditure were to occur, a note would be placed in the Post Balance Subsequent Events;
- There was a planned team of four people for Procurement.

The Audit and Governance Committee supported the report and recommended Council note and approve the following:-

- (1) Audit and Governance Committee supported the Annual Governance Statement to be included within the Council's Annual Statement of Accounts for 2016/17; and
- (2) Council to note and approve the Annual Governance Statement to be included within the Council's Annual Statement of Accounts for 2016/17.

18

ANNUAL INTERNAL AUDIT REPORT 2016/17

The Audit Manager (HK) presented the Annual Internal Audit Report which conformed to the Public Sector Internal Audit Standards (PSAIS) and informed the Council's Annual Governance Statement. It also included the quarterly update on the progress of Internal Audit work.

She advised that the evaluation of the control environment is informed by a number of sources including work undertaken by Internal Audit during the year, reports issued by the External Auditors and risks identified in the Council's corporate risk register.

Progress against the annual audit plan was discussed. Audit Manager (HK) advised that some audits had been deferred as policies, procedures and processes were not yet in place, however these would be completed during 2017-18. She discussed the summary of investigations highlighting that there had been an increase of reports from the public, which were mostly anonymous and explained the housing benefit fraud and right to buy fraud reported in 2016/17.

Audit Manager (HK) advised that the Council was also required to report on the use of The Regulation of Investigatory Powers (RIPA) to the Audit and Governance Committee and highlighted that, despite RIPA not being used during 2016/17, refresher courses had been provided to staff to improve their awareness and understanding of the legislation

The Audit Manager (HK) advised that no significant issues have been identified during 2016-17. However, issues identified as part of the recent Corporate Governance audit would be subject to regular monitoring by the Audit and Governance Committee She updated Members on the areas of concern identified 2015-16. She advised that the overall audit opinion was that systems were operating satisfactorily and that there were no fundamental breakdown of controls resulting in material discrepancy. However, the Audit and Governance Committee should continue to monitor the weaknesses outstanding from 2015-16 to continue to improve the Council's corporate governance arrangements.

In response to questions from Members, the Audit Manager (HK) responded:-

- Over the last couple of years the audit resource had reduced by one full time equivalent staff throughout the Council faced many challenges with reduced resources, however despite this, the control environment remained at a good level. It depended on the type of fraud committed, as to whether it was possible to reclaim the money. If single occupier fraud was discovered, the discount would be stopped, but the money taken would not be paid back;
- All local authority councils were required to partake in the Cabinet Office national fraud initiative, which undertakes data matching in order to identify potential fraud. The cases identified are then passed back to the Council to investigate;
- An exercise run by the Council to investigate single occupancy discount fraud had been undertaken by a private company. The cost was £20,000 which was a saving when offset against how much was lost;

- It was difficult to reclaim fraud arrears money from single occupier discount. Cases were passed to the Council Tax team, but without specific details and dates, it was difficult to reclaim back;
- Whether the Council prosecutes the perpetrators of fraud was dependent on the type of fraud. The first right to buy fraud case in the city had happened recently. Right to buy fraud was increasing nationally and in many cases is thought to be organised crime. The council doesn't have a dedicated counter fraud team and is reliant on the audit team to conduct investigations ;
- A report on the Council's counter fraud capability was due to be submitted to the Senior Management Board (SMB) shortly.

The Chief Finance Officer discussed the options of working with and sharing expertise with other Local Authorities on countering fraud. He emphasised that one of the responsibilities of the Audit and Governance Committee was to counter fraud.

The Audit and Governance Committee noted the Annual Audit Report for the year ended 31 March 2017

19 **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT - 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 consideration of the following item on the grounds that it included the likely disclosure of exempt information as defined in paragraph 3, of Part 1 of Schedule 12A of the Act.

20 **REVIEW OF CORPORATE GOVERNANCE RISK REGISTER**

The Chief Finance Officer presented the report which advised the Audit and Governance Committee of the Council's risk management progress and presented the updated Corporate Risk Register. He highlighted that the Committee was responsible for monitoring and reviewing the Council's risks and reporting new and updated risks to the Corporate Manager (Executive Support).

He discussed the new risks added during the last quarter, highlighting that events on council owned land were held regularly. He discussed the process of notifying the Council of an event and the limitations which had led to unauthorised events taking place in which the Council was potentially liable for any incident on council owned land. Cyber security was highlighted following the cyber-attack against the NHS and other organisations. STRATA had confirmed that the Council's systems had been attacked, however security had protected the council's network. The attack led to this risk being added to the Corporate Risk Register. The last risk for Legionella risk assessments for Council owned assets was out of date. The Chief Finance Officer informed that the Council had employed an external contractor to carry out risk assessments and they had identified that the risk assessments were out of date. It was intended to have all the high and medium assessments completed by August 2017 and the rest by November 2017.

The other high risks were the same as the previous quarter. In response to questions from Members, the Chief Finance Officer responded:-

- The mitigation dates on the risk register would be looked at to ensure they are up to date to reflect the latest information;
- When the Council is notified of an event on Council land, the appropriate officers were notified to make the approvals. However the Council and event organisers could both be potentially liable. An example would be if the land was

the cause, the Council was responsible, but if equipment was brought onto the land then the organiser was liable;

- He would provide a written response to whether the unauthorised access to council land or if residents changing routes, leading to an incident, would mean that the Council was liable;
- The bus and coach station risk in the report related to the wider project of working with the Crown Estates and the challenges involved;
- A Section 25 Notice related to the process of taking back the lease from Stagecoach;
- The bus and coach station steering group would be the best forum to find out how much the Council was at risk from the re-development.

The Audit and Governance Committee reviewed and noted the updated Corporate Risk Register.

(The meeting commenced at 5.30 pm and closed at 6.30 pm)

Chair

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STRATA JOINT SCRUTINY COMMITTEE

Thursday 15 June 2017

Present:-

Councillors Dewhirst, Lyons, Nicholas, Prowse and Jung

Also Present

Strata IT Director, Programme and Resource Manager, Security and Compliance Manager, Business Systems Manager, Document Processing Manager, Chief Finance Officer, Infrastructure and Support Manager, Strata Lead for Human Resources, Strata Board Director and Democratic Services Officer (Committees) (HB)

23 **ELECTION OF CHAIR**

Councillor Lyons of Exeter City Council was elected as Chair for the next 12 months.

24 **APOLOGIES**

These were received from Councillors Dent, Haines and Leadbetter and the Teignbridge Strata Director.

Councillor Nicholas was substituting for Councillor Dent.

25 **MINUTES**

The minutes of the meeting held on 16 March 2017 were taken as read and signed by the Chair as correct.

26 **DECLARATIONS OF INTEREST**

No declarations of pecuniary interest were made.

27 **QUESTIONS FROM THE PUBLIC UNDER PROCEDURAL RULES**

None.

28 **QUESTION FROM MEMBERS OF THE COUNCILS UNDER PROCEDURE RULES**

None.

29 **PAST CHAIRMAN'S REPORT**

The Chair presented the report of the past Chair and it was noted that it had been agreed with the Strata IT Director that updates would be provided on progress in a format that is readily comprehensible for laypeople.

Strata Joint Scrutiny Committee noted the report.

30 **STRATA IT DIRECTOR'S REPORT**

The Strata IT Director presented his comprehensive report providing an update on the function of the Strata organisation, the aim being to provide background to the core areas of specialisation within Strata and identifying key activities, successes

and areas for improvement. He detailed a SWOT analysis developed in conjunction with the Strata Board and Strata staff and highlighted the following key areas:-

Improved communication

A number of activities had been undertaken both internally within Strata and externally with the three authorities including their respective management teams, major suppliers and Exeter College and he tabled the first edition of the Strata Newsletter.

The HR Lead for Strata emphasised the value of the new approach to communication and welcomed the newsletter. Members asked that the newsletter be distributed wider including all Councillors of the three authorities.

Supplier Management

Suppliers were being categorised as either key, strategic or business and there was focus on VMWare (Global Desktop), VMB, Virgin Media Business (performance), Nexus (Global Communications), Midlands HR (HR and Payroll) and Redcentric (credits).

Project and Business Change Request -Workload

A review and analysis of workload had shown a lack of progress in some areas including Business Change Requests and problem management and work was continuing in this area. Work over the last two years had been mapped against available staff time identifying issues relating to the management of workload and associated work related stress.

Members noted that the introduction of the Global Desktop project had been a significant contributory factor. Although introduced as a one year project, it had become apparent that a two year implementation period would have been more realistic. A software problem had also proved a major stumbling block. Referring to this and the new data centre as the two major initial projects, the Teignbridge Members were particularly concerned regarding the slowness of the global desktop widely reported at their Council and reference was made to Excel spreadsheets - Excel and other issues were common across the three councils with outlook crashes being a recent phenomena. Members noted that the newly implemented Global Desktop Improvement Programme would seek to progress the project and all migrated users had been surveyed, issues had been categorised and a programme of work underway to address the problems.

Security – Cyber threats

Following significant global cyber-attacks in May that had affected, amongst others, the NHS (and with reports of attacks to BA and University College London on this day), Strata had put in place precautions which had protected the three authorities and extra vigilance was being applied. An East Devon Councillor asked how, given the global communications project involved the incorporation of the telephony service into the Global Desktop, could breakdowns be reported by telephone. It was explained that, although telephony was part of the same system, there was inherent resilience in the overall system which prevented total breakdown as a result of a cyber-attack.

Individual managers presented their respective areas as set out below:-

Compliance and Security – Robin Barlow

The Compliance and Security Manger enlarged on the recent cyber-attacks explaining that hackers were constantly probing systems for weaknesses with up to a million probes a day common and with 20,000 attacks since March. A table detailed the source of attacks by nation. Extra vigilance was therefore vital.

The Compliance and Security team were analysing the requirements of the General Data Protection Regulations which would need to be complied with by May 2018. Strata had agreed a new Public Services Network contract and delivered a saving of £20,000 over a two year term.

The Public Services Network Code of Connection remediation works continued with a number of servers fixed.

Infrastructure Projects - Adrian Smith

The Infrastructure and Support Manger provided further detail on the Global Desktop implentation, the 15 staff remaining to be incorporated being on long term sick. A significant cause of the delay in the deployment of the Global Desktop project was down to software bugs within the VMWare product

Strata were currently undertaking a review of the Global Desktop environment (Global Desktop Improvement Programme) and looking at a number of issues that had been reported. The most pressing current problem with the Global Desktop was outlook crashing, other issues including wrong printer settings, blank screens, slow login and specific applications slowness including Excel. He assured Members that the problems encountered were being addressed.

The service desk was performing well in supporting both business as usual activities and the Global Desktop roll out. There was a high end user satisfaction.

As a result of the introduction of an external organisation at Teignbridge refurbishment including IT systems was progressing rapidly and it was anticipated that Global Communication installation at Exmouth, as part of the overall relocation of the Council offices, would commence in Exmouth in late August, Virgin Business Media having completed the survey for the fibre links with confirmed delivery dates awaited. A review would be undertaken of Oakwood House in Marsh Barton, Exeter, the location of the backup data centre, with options including:-

- upgrade of current site;
- re-location to another site; or
- move to a cloud system

Document Centres - Martin Millmow

The Document Centre Manager reported that new printing devices would be rolled out, Ricoh having been the successful of seven tenderers and with the existing 80 printers to be reduced to 53 new devices equipped to cope with recent system upgrades. The Strata web design team had worked on a wide range of communication materials to support the second phase of the new East Devon District Council Waste and Re-cycling scheme.

Programme and Resources – Steve Gammon

The Programme and Resources Manager detailed the 16 systems convergence projects being undertaken as requested by Council service mangers and as agreed

by the partner Councils and in the annual Strata Business Plan.

He referred to the increase in the cost of the Car Park system which, nevertheless, had been put back by the delay in the system's implementation and to the increase in cost (£13,000) of a new HR and Payroll system at Teignbridge to bring it in line with legislative changes.

He provided a detailed explanation of the new street naming and numbering system which Strata was implementing for the three councils and explained how this would co-ordinate with common systems within the authorities. For the future there was scope to link major property systems such as planning, housing, council tax, environmental health and licensing to the national Unique Property Reference Number.

Business Systems – Dave Sercombe

The Business Systems Manager reported that Strata were continuing to deliver the 70 plus system implementation and business case projects currently in progress, such a high demand placing pressure on business change requests. Some of the main projects were HR and Payroll and Garden Waste Renewals for Teignbridge, Firmstep digital transformation and UNiform Planning and Building Control implementation for Exeter, Document Management and Waste and Recycling rollouts for East Devon and Car Parks for East Devon and Teignbridge but not Exeter who were working with Devon County Council. The Strata IT Director would be examining governance including relationships with the respective Council senior management teams.

He provided an update on staff changes.

Strata Joint Scrutiny Committee noted the report, the Chair thanking the IT Director for a comprehensive update.

31

STRATA BUDGET MONITORING OUT-TURN REPORT 2016/17

The Director responsible for Finance reported that Strata had been set a savings target of £254,052 in the original business case. Following approval to move staff to new Strata terms and conditions, a revenue saving of only £26,964 had been projected at the start of the financial year 2016/17. However, the strata budget had delivered £310,950 of revenue savings for 2016/17 including employee savings of £51,695 resulting from lower than planned redundancies and vacancies and £318,356 from income, notably Central Government funds, especially for Revenue and Benefits systems.

The Company had repaid £100,000 to the Councils and the Board had identified the following options for the Strata Joint Executive Committee:-

- return the additional £200,000 to the Councils; or
- following the IT Director's review, two areas of the business had been identified which would benefit from additional resource in order to strengthen the service provided to Councils and to generate further savings. The Board had recommended the appointment of two Project Managers and one Supplier Engagement Manager on fixed term contracts for two years. The cost was estimated at £132,000 a year, with the balance of funding coming from anticipated additional savings generated by the Supplier Engagement Manager.

The two Project Manager posts would support the Business Analyst teams in delivering IT projects. This would enable the Business Analysts to focus on delivery and allow for better engagement with the client services. It would also alleviate many of the problems identified in the IT Director's report in respect of the strain and excessive workload that the team was currently facing.

The Supplier Engagement Manager post would work more closely with suppliers to drive greater efficiency in contract negotiation, again removing another element of work from the team. By having dedicated experts in project management and supplier engagement, the Company would be better placed to use the skills of its team to match the requirements of the customers.

Members, in debating the proposed option, noted that the importance of training and upskilling was acknowledged and that there were growing links with Exeter College.

Strata Joint Scrutiny Committee noted the report and supported the second of the above options.

32

STRATA TRAINING AND DEVELOPMENT PLAN 2017/18

The HR Lead for Strata presented the report setting out the Training and Development Plan 2017-2018 which was broken down into the following elements:-

- mandatory training for everyone
- mandatory training for managers
- other training
- health and safety training

Training included e-learning, face to face and a health and safety hub as well as NVQ's.

Strata Joint Scrutiny Committee noted and supported the report.

33

STRATA PERFORMANCE EXCELLENCE REVIEW FORM

The HR Lead for Strata presented the report setting out the performance excellence reviews framework.

Strata Joint Scrutiny Committee noted and supported the report.

34

STRATA - EMPLOYEE REFERRAL SCHEME POLICY

The HR Lead for Strata presented the report setting out the referral policy. It had been introduced to incentivise staff to use their personal and professional networks to recommend Strata as a place to work. Where a person was referred to Strata and, had gone through the recruitment process, offered employment by Strata which they accept, the staff member introducing them would receive a £500 net payment.

Strata Joint Scrutiny Committee noted and supported the report.

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

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Part I, Schedule 12A of the Act.

36 **UPDATE ON DISCUSSIONS WITH SOFTWARE SUPPLIER**

Strata officers updated the meeting on progress with a compensation package with a software supplier following the identification of a number of faults with the product.

Whilst stating verbally that the system had contained a number of genuine bugs and working with Strata to deliver fixes and then benefitting from upgrades to the system, the company had not legally acknowledged guilt. Unusually for a software supplier of the size of VMWare, they had made a written gesture of goodwill and had offered to extend the five year contract by 12 months and to offer professional support to assist with the upgrade.

The financial details of this offer were detailed, Members noting that this was less than half of the estimated cost to the three Councils. The company had been made aware by the Board that both this Committee and the Strata Joint Executive committee would need to consider their offer.

Members discussed the offer and the way forward proposed by the Strata Board.

Members would be kept updated on progress.

37 **TEIGNBRIDGE DIGITAL PLATFORM**

The Strata IT Director presented the report updating the Committee on changes to the timescales of the Digital Platform project.

Although it had been the intention to implement a Digital Platform for either East Devon or Teignbridge in March 2018, the former had commenced the refurbishment of Forde House to accommodate an external organisation and wished to commence digital convergence by September, the aim being to streamline service delivery to customers by taking a “digital first” approach and making the customer the heart of the process. There were no resource or cost implications for Strata.

Members supported bringing forward this project noting that a detailed business case, whilst nearing completion, was not yet ready

The existing Lagan system at East Devon would continue.

Strata Joint Scrutiny Committee noted the report and supported the order of implementation and proposed change to timescales for the Digital Platform project.

38

VIRGIN MEDIA BUSINESS

The Strata IT Director reported that significant problems had been encountered with the performance of the above supplier, the implementation of a major system taking over 250 working days rather than the originally proposed lead time of 25 working days. It had been necessary to tightly manage the project with ongoing discussions at a senior level with the company.

Strata Joint Scrutiny Committee noted the position.

39

STREET NAMING AND NUMBERING POLICY

The Strata Manager Programmes and Resources presented the report proposing a common Street Name and Numbering policy for adoption by Exeter City Council, Teignbridge District Council and East Devon District Council enabling a consistent and resilient administration of the function by Strata and reducing the risk of challenge and complaint.

It was proposed that East Devon District Council and Teignbridge District Council retain, and Exeter City Council adopt, the Town Improvement Clauses Act 1847 as a single and consistent basis for providing the Street Naming and Numbering function administered on behalf of the Councils by Strata.

Strata Joint Scrutiny Committee noted the report and supported the adoption of a common Street Name and Numbering policy and a revised discretionary charge of £147 with effect from 1 April 2017.

(The meeting commenced at 5.30 pm and closed at 8.20 pm)

Chair

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STRATA - JOINT EXECUTIVE COMMITTEE

Tuesday 20 June 2017

Present:-

Cllr Paul Diviani (Chair)
Councillors Christophers and Edwards

Non-Voting Members
K Hassan, P Shears and M Williams

Also Present

Strata IT Director, Chief Finance Officer, Strata Board Director, Compliance and Security Manager, Business Systems Manager, Infrastructure and Support Manager, Programme & Resource Manager, Document Centre Manager and Democratic Services Manager (Committees)

16

ELECTION OF CHAIR

Councillor Diviani was elected Chair.

17

APOLOGIES

No apologies for absence were received.

18

MINUTES

The minutes of the meeting held on the 27 March 2017 were taken as read and signed by the Chair as correct.

19

DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interest were made.

20

STRATA IT DIRECTOR'S REPORT

The Strata IT Director presented his report to update Members on the progress within Strata.

The Strata IT Director presented his comprehensive report providing an update on the function of the Strata organisation, the aim being to provide background to the core areas of specialisation within Strata and identifying key activities, successes and areas for improvement. He detailed a SWOT analysis developed in conjunction with the Strata Board and Strata staff and highlighted the following key areas:-

- Internal and External Communication – the first edition of the Strata Newsletter was tabled
- Supplier Management
- Projects and Business Change Requests - Workload
- Security including Cyber Threats

The Strata IT Director advised that improved management was now in place to give realistic timescales for business change requests (BCR) which would aid with the management of BCR's and the Councils would also know what they could expect.

In response to Members, the Strata IT Director clarified that the majority of issues with the Global Desk Top had been identified and that a recent survey of all Council staff had raised 11 factors including printing, taking a long time to log on, and problems with Microsoft Outlook. These issues were currently being investigated and a Global Desktop Improvement Plan had been compiled to ensure that resolutions were being worked on in a structured fashion.

Members discussed the need to ensure there was capacity to undertake BCR's and that Strata would not need to come back to the Council's for extra resources to take these forward.

The Chief Executive, East Devon District Council, raised concerns regarding the IT installation at Exmouth and that if it would be installed on time and fit for purpose.

Individual managers presented their respective areas as set out below:-

Infrastructure Projects - Adrian Smith

The Infrastructure and Support Manager advised that the issues with the data centre at Oakwood House in Marsh Barton, Exeter had been addressed by the installation of a new air conditioning system although a review would be undertaken of Oakwood House regarding its suitability as the location of the backup data centre.

As a result of the introduction of an external organisation at Teignbridge, refurbishment including IT systems was progressing rapidly and it was anticipated that Global Communication installation at Exmouth, as part of the overall relocation of the Council offices, would commence in Exmouth in late August.

Strata were currently undertaking a review of the Global Desktop environment (Global Desktop Improvement Programme) and looking at a number of issues that had been reported. The most pressing current problem with the Global Desktop was outlook crashing, other issues including wrong printer settings, blank screens, slow login and specific applications slowness including Excel. He assured Members that the problems encountered were being addressed. The current feedback satisfaction rate for the service desk was 97%. Strata was now working closely with students from Exeter College who had recently undertaken a project to redesign the Strata web site.

Strata officers clarified that the Housing and Benefits server had already been migrated to Exmouth and the file servers would be migrated in due course.

Document Centres - Martin Millmow

The Document Centre Manager reported that new printing devices would be rolled out, Ricoh having been the successful of seven tenderers and with the existing 80 printers to be reduced to 53 the new devices were equipped to cope with recent system upgrades, the roll out to commence with Exeter City Council. The Strata web design team had worked on a wide range of communication materials to support the second phase of the new East Devon District Council Waste and Recycling scheme.

The Document Centre Manager clarified that the printers would be able to use Wi-Fi and this would be rolled out in the second/third phase. Teignbridge District Council felt that this option was vital in light of staff now using laptops and mobile devices.

Programme and Resources – Steve Gammon

The Programme and Resources Manager detailed the 16 systems convergence projects being undertaken as requested by Council service managers and as agreed by the partner Councils and in the annual Strata Business Plan.

He referred to the increase in the cost of the Car Park system which, nevertheless, had been put back by the delay in the system's implementation and to the increase in cost (£13,000) of a new HR and Payroll system at Teignbridge to bring it in line with legislative changes.

Business Systems – Dave Sercombe

The Business Systems Manager provided an update on staff changes.

He reported that Strata were continuing to deliver the 70 plus system implementation and business case projects currently in progress, such a high demand placing pressure on business change requests. Some of the main projects were HR and Payroll and Garden Waste Renewals for Teignbridge, Document Management and Waste and Recycling rollouts for East Devon and Car Parks for East Devon and Teignbridge, Trade Waste Management for Exeter, the latter having experienced some issues with invoices that were being resolved.

Compliance and Security – Robin Barlow

The Compliance and Security Manager enlarged on the recent cyber-attacks explaining that hackers were constantly probing systems for weaknesses with up to a million probes a day common and with 20,000 attacks since March. A table detailed the source of attacks by nation. Extra vigilance was therefore vital.

The Compliance and Security team were analysing the requirements of the General Data Protection Regulations which would need to be complied with by May 2018.

General Data Protection Regulations (GDPR) was now coming forward and Strata would need to consider compliance with the GDPR directives as a priority moving forward.

Strata had agreed a new Public Services Network contract and delivered a saving of £20,000 over a two year term.

In response to a Member, the Compliance and Security Manager clarified that Strata had two firewalls.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the report be noted.

STRATA BUDGET MONITORING OUT-TURN REPORT 2016/17

The Director Responsible for Finance presented the report on advising on the financial performance of Strata during 2016-17, including both revenue and capital spend.

The Director responsible for Finance reported that Strata had been set a savings target of £254,052 in the original business case. Following approval to move staff to new Strata terms and conditions, a revenue saving of only £26,964 had been projected at the start of the financial year 2016/17. However, the Strata budget had delivered £310,950 of revenue savings for 2016/17 including employee savings of £51,695 resulting from vacancies, £54,000 from the mobile telephone budget and £318,356 from income, notably Central Government funds, especially for Revenue and Benefits systems.

Members were advised that Strata had repaid £100,000 to the Councils and the Board had identified the following options for the Strata Joint Executive Committee:-

- return the additional £200,000 to the Councils; or
- following the IT Director's review, two areas of the business had been identified which would benefit from additional resource in order to strengthen the service provided to Councils and to generate further savings. The Board had recommended the appointment of two Project Managers and one Supplier Engagement Manager on fixed term contracts for two years. The cost was estimated at £132,000 a year, with the balance of funding coming from anticipated additional savings generated by the Supplier Engagement Manager.

The two Project Manager posts would support the Business Analyst teams in delivering IT projects. This would enable the Business Analysts to focus on delivery and allow for better engagement with the client services. It would also alleviate many of the problems identified in the IT Director's report in respect of the strain and excessive workload that the team was currently facing.

The Supplier Engagement Manager post would work more closely with suppliers to drive greater efficiency in contract negotiation, again removing another element of work from the team. By having dedicated experts in project management and supplier engagement, the Company would be better placed to use the skills of its team to match the requirements of the customers.

A Member raised the option of having a compensation plan if Strata did not deliver projects on time. The Executive supported a report from the Strata Board on any possible compensation penalties.

The Director Responsible for Finance clarified the budget position regarding the Council's mobile phone data provision and that any changes to projects in the convergence plan would be reflected when the plan was updated.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that:-

- (1) the report be noted; and
- (2) the Board submit a report on compensation penalties for non-delivery of projects on time; and

RECOMMENDED that;-

- (3) the three Councils approve the appointment of two Project Managers and one Supplier Engagement Manager on fixed term contracts for two years. The cost is estimated at £132,000 a year, with the balance of funding coming from anticipated additional savings generated by the Supplier Engagement Manager.

22

STRATA TRAINING AND DEVELOPMENT PLAN 2017/18

The report of the HR Lead for Strata on Training and Development plan was submitted.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the report be noted.

23

STRATA PERFORMANCE EXCELLENCE REVIEW FORM

The report of the HR Lead for Strata on the Performance Excellence Review was submitted.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that Performance Excellence Reviews be noted.

24

STRATA - EMPLOYEE REFERRAL SCHEME POLICY

The report of the HR Lead for Strata for the Employee Referral Scheme Policy was submitted.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the Employee Referral Scheme Policy be noted.

25

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

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Part I, Schedule 12A of the Act.

26

UPDATE ON DISCUSSIONS WITH SOFTWARE SUPPLIER

The Strata IT Director updated Members on the discussions with Software Suppliers.

The Infrastructure Projects Manager updated Members on progress with a compensation package with a software supplier following the identification of a number of faults with the product. He advised that, unusually for a software supplier of this size, they had made a written gesture of goodwill and had offered to extend

the five year contract by 12 months and to offer professional support to assist with the upgrade.

The financial details of this offer were detailed.

Members discussed the offer and the way forward advised by the Strata Board Members present. They agreed that the financial offered should be accepted.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the financial settlement, as advised, be agreed.

27

TEIGNBRIDGE DIGITAL PLATFORM

The Business Systems Manager presented the report updating Members on changes to timescales of the Digital Platform project at Teignbridge District Council.

Members were advised that, although it had been the intention to implement a Digital Platform for either East Devon or Teignbridge in March 2018, the former had commenced the refurbishment of Forde House to accommodate an external organisation and wished to commence digital convergence by September, the aim being to streamline service delivery to customers by taking a “digital first” approach and making the customer the heart of the process. There were no resource or cost implications for Strata.

Members noted that the Strata Business Plan would be updated to reflect this change in the scheduling of the Teignbridge Digital Platform.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the order of implementation and proposed changes to the timescales of the Teignbridge District Council Digital Platform be noted.

28

VIRGIN MEDIA BUSINESS

The Strata IT Director updated Members on the position with the Virgin Media Business. He reported that significant problems had been encountered with the performance of the supplier, the implementation of a major system taking over 250 working days rather than the originally proposed lead time of 25 working days. This had meant that it had been necessary to tightly manage the project with ongoing discussions at a senior level with the company.

Members welcomed the update.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the update on the discussion be noted.

STREET NAMING AND NUMBERING POLICY

The Strata Manager Programme and Resources submitted a report on the proposal of a common Street Name & Numbering (SNN) policy for adoption by the three councils. The proposal was that East Devon District Council and Teignbridge District Council retain, and Exeter City Council adopt, the Town Improvement Clauses Act 1847 as a single and consistent basis for providing the Street Naming and Numbering function administered on behalf of the Councils by Strata.

Strata Joint Scrutiny Committee considered the report at its meeting on 15 June 2017 and its comments were reported.

RESOLVED that the report be noted; and

RECOMMENDED that Exeter City Council approves the adoption of the common Street Name & Numbering (SNN) policy and the revised charge of £147 with effect from 1 April 2017.

(The meeting commenced at 5.30 pm and closed at 7.10 pm)

Chair

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EXECUTIVE

Tuesday 13 June 2017

Present:

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

Apologies:

Councillor Leadbetter

Also present:

Deputy Chief Executive, Director, Interim Services Director (Contractor), Service Manager, Community Safety & Enforcement, Assessment and Accommodation Lead, Programme Manager - Communities and Democratic Services Manager (Committees)

54

MINUTES

The minutes of the meetings held on 14 March and 11 April 2017 were taken as read and signed by the Chair as correct.

55

DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interest were made.

56

A YOUNG PEOPLE-FRIENDLY CITY TOWARDS A YOUTH STRATEGY FOR EXETER

The Programme Manager Communities presented the report on an update on the Exeter Youth Strategy, which was initiated by Exeter Board, and information about the follow up action phase.

Following the closure of three out of four youth centres in Exeter work towards progressing a Youth Strategy for Exeter was being developed in partnership with Devon County Council and Exeter Community Forum using the feedback from a consultation exercise with young people from across the city.

The Exeter Board had contributed £5,000 and Devon County Council Youth Service made £2,500 available to support the development of the strategy although there was no further funding available at this stage and the optimisation and use of existing resources, alongside commitment from partners was key to the success of this initiative.

The main priorities identified by young people through the consultation process were:-

- protection from bullying and violence;
- a voice for young people in the City;
- things to do, places to go;
- support young people's mental health;

- an environment with young people in mind; and
- a young people-friendly economy.

The next stage would be workshops with young people and partner agencies to develop action plans to address the main priorities identified.

The Portfolio Holder for City Development commented that the work towards the Strategy was a positive way forward although there was still a long way to go to meet the aspirations of the young people of the city.

Members welcomed and supported this work to improve young people's lives and prospects in the city.

The Leader stated that Devon County Council, being the responsible authority should be approached for funding towards this work, this was supported by Members.

People Scrutiny Committee considered the report at its meeting on 1 June 2017 and its comments were reported.

RECOMMENDED to Council that:-

- (1) the Council commits to working together with young people and key agencies to make Exeter a young people-friendly city, where the views and aspirations of young people are heard and responded to, and where young people can access the best possible services wherever they live and whatever the wider economic, social and political context;
- (2) the ongoing development of the youth strategy and action planning process to help plan for and address some of the key concerns identified by young people be supported;
- (3) consideration is given to the recommendations that emerge from the action planning process to ensure that council services recognise and value young people's views and aspirations and, where feasible, embed these in future service planning and delivery; and
- (4) Devon County Council be asked to contribute funding towards ongoing work to address young people's unmet in the city.

57

BRIDGE REPLACEMENT AND REPAIR

The Service Manager Community Safety & Enforcement presented the report which sought approval of, and funding for, the replacement of the Exeter City Council owned Kings Arms Bridge.

Members were advised that the Kings Arms Bridge showed extensive signs of decay and was irreparable. Some width restriction had been imposed to limit the flow of traffic on the bridge and a temporary pedestrian bridge had been deployed to assist crossing at this point. The fabrication of the new bridge was likely to take 10-12 months and the installation five days, in which time the temporary bridge would serve as the only crossing in this location.

The Portfolio Holder for Place supported the replacement of this vital bridge and welcomed that disruption would be kept to a minimum.

RECOMMENDED that Council approves a budget of £160,000 to fabricate and install a replacement of the Kings Arms Bridge.

58

COMMITTEE MEMBERSHIP

The Leader advised that, in accordance with the Constitution, Councillor Keen would replace Councillor Gottschalk on the Audit and Governance Committee.

59

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

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1, Schedule 12A of the Act.

60

PURCHASE AND CONVERSION FOR A PROPERTY FOR TEMPORARY ACCOMMODATION

The Assessment and Accommodation Lead presented the report on the purchase of a property for the conversion into a hostel to house homeless households.

Members were advised that the Planning Solicitor confirmed that as there was no material change of use, planning permission would not be required.

People Scrutiny Committee considered the report at its meeting on 1 June 2017 and its comments will be reported.

RESOLVED that:

- (1) the purchase of the property be approved;
- (2) subject to any planning permission and building control consent that may be required, the property be converted from self-contained units into a hostel to house homeless families and single people; and
- (3) funding from the Affordable Housing Capital Programme, and from the capital receipt from the sale of 22 St David's Hill be allocated for the purchase and conversion of the property.

(The meeting commenced at 5.30 pm and closed at 5.46 pm)

Chair

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

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EXECUTIVE

Tuesday 11 July 2017

Present:

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

Apologies:

Councillor Sutton

Also present:

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

61

DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interest were made.

62

ENVIRONMENTAL ENFORCEMENT OPTIONS

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

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

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

RESOLVED that:-

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

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

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

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

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

RECOMMENDED that Council approve:-

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

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

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

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

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

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

RECOMMENDED that Council approves the:-

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

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

65

OVERVIEW OF REVENUE BUDGET 2016/17

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

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

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

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

RECOMMENDED that Council:-

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

TREASURY MANAGEMENT 2016/17

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

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

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

RECOMMENDED that Council notes the content of the report.

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

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

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

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

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

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

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

RECOMMENDED that Council approves:-

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

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

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

FREEDOM OF THE CITY

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

Members supported this award to recognise Mr Rob Baxter achievements.

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

APPOINTMENT OF OUTSIDE BODIES

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

RECOMMENDED to Council that:-

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

COMMITTEE MEMBERSHIP

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

PROPOSAL TO COMMENCE LEISURE COMPLEX AND SWIMMING POOL AND BUS STATION

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

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

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

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

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

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

RECOMMENDATION - see minute 73 below.

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

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 in respect of minute 73 below, and paragraphs 1,2, 3 and 4 in respect of minutes 74, 75 and 76 below, of Part 1, Schedule 12A of the Act.

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

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

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

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

RECOMMENDED to Council to approve:-

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

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

HOUSING NEEDS RESTRUCTURE

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

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

The Portfolio Holder for People supported the report.

RESOLVED that:-

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

REVIEW OF STAFFING IN PUBLIC REALM

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

RESOLVED that the following be approved:-

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

STAFFING WITHIN ARTS AND EVENTS

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

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

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

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

RESOLVED that:-

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

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

Chair

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

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Agenda Annex

SEATING IN THE GUILDHALL

		Deputy Lord Mayor Councillor Hannan (L)	Chief Executive & Growth Director	Lord Mayor Councillor Robson (L)	Corporate Manager Democratic/Civic Support	City Solicitor & Head of HR	
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Democratic Services Manager (Committees)				Deputy Chief Executive	Chief Finance Officer	
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Councillors	Councillors	Councillors	TABLE	Councillors	Councillors
Warwick (L)	Hannaford (L)	Edwards (L)		Leadbetter (C)	Mitchell (LD)
Ashwood (L)	Foggin (L)	Sutton (L)		Newby (C)	Musgrave (G)
Harvey (L)	Keen (L)	Denham (L)		Baldwin (C)	Prowse (C)
Wood (L)	Sheldon (L)	Pearson (L)		Henson, D. (C)	Mrs Henson(C)
Foale (L)	Lamb (L)	Morse (L)		Thompson (C)	Holland (C)
Lyons (L)	Sills (L)	Bialyk (L)			
		Brimble (L)			

Cllr Morris (L)	Cllr Owen (L)	Cllr Branston (L)	Cllr Packham (L)	Cllr Gottschalk (L)	Cllr Wardle (L)	Cllr Vizard (L)	Cllr Spackman (L)
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L: Labour: 29
C: Conservative: 8
LD: Liberal Democrat: 1
G: Green: 1

Portfolio Holders

Edwards: Leader
 Sutton: Deputy Leader and Economy and Culture
 Gottschalk: City Development
 Bialyk: Health and Wellbeing, Communities & Sport
 Denham: City Transformation, Energy & Transport
 Brimble: Place
 Packham: Housing Revenue Account
 Pearson: Support Services
 Morse: People

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