

STRATEGIC SCRUTINY COMMITTEE

Date: Thursday 24 September 2020

Time: 5.30 pm

Venue: Legislation has been passed that allows Council's to conduct Committee meetings remotely.

Members are invited to attend the above meeting.

If you have an enquiry regarding any items on this agenda, please contact Sharon Sissons, Democratic Services Officer (Committees) on 01392 265115.

During the Corona Virus outbreak, Strategic Scrutiny Committee meetings will be held by virtual means. The [live stream can be viewed here](#) at the meeting start time.

Membership -

Sills (Chair), Newby (Deputy Chair), Atkinson, Branston, Buswell, Hannaford, Henson, D, Lamb, Moore, D, Moore, J, Owen, Packham and Pattison

Agenda

1 Apologies

2 Minutes

(Pages 3 -
14)

To approve and sign the minutes of the Strategic Scrutiny Committee held on 23 July 2020.

3 Declarations of Interest

Councillors are reminded of the need to declare any disclosable pecuniary interests that relate to business on the agenda and which have not already been included in the register of interests, before any discussion takes place on the item. Unless the interest is sensitive, you must also disclose the nature of the interest. In accordance with the Council's Code of Conduct, you must then leave the room and must not participate in any further discussion of the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

4 Local Government (Access to Information) Act 1985 - Exclusion of Press and Public

It is considered that the Committee would be unlikely to exclude the press and public during the consideration of the items on this agenda, but if it should wish to do so, then the following resolution should be passed:

"**RESOLVED** that, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the particular items of business on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A of the Act."

5 **Questions from Members of the Public Under Standing Order 19**

To receive questions from members of the public and responses thereto.

Details of questions should be notified to the Corporate Manager Democratic and Civic Support by 10.00am at least three working days prior to the meeting. For this meeting, questions must be submitted by 10am by Monday 21 September 2020.

Further information about speaking at a committee can be found here: [Speaking at a Committee](#)

6 **Presentation on Covid-19 by Portfolio Holders and Questions from Members and Answers**

(Pages 15
- 32)

Portfolio Holder briefing notes

Portfolio Holder for City Centre & Corporate Services – Councillor Ollie Pearson

Portfolio Holder for Leisure and Physical Activity – Councillor Duncan Wood

Details of questions from Members relating to the two Portfolios above on Covid-19 issues only should be notified to the Corporate Manager Democratic and Civic Support by 10.00am the Monday before the meeting – 21 September 2020.

Date of Next Meeting

The next scheduled meeting of the Strategic Scrutiny Committee will be held on 19 November 2020 at 5.30pm by virtual means.

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STRATEGIC SCRUTINY COMMITTEE HELD AS A VIRTUAL MEETING

23 July 2020

Present:

Councillor Luke Sills (Chair)

Councillors Newby, Atkinson, Buswell, Henson, D, Lyons, Moore, D, Moore, J, Owen, Packham and Pattison

Apologies:

Councillors Hannaford and Lamb

Also present:

Director (BA), Director (JY), Director (J-PH), Democratic Services Officer (SLS), Democratic Services Officer (HB) and Democratic Services Officer (MD)

In attendance:

Councillor Philip Bialyk	- Leader
Councillor Rachel Sutton	- Deputy Leader and Portfolio Holder Climate & Culture
Councillor Bob Foale	- Portfolio Holder for City Development & Planning

14 **Apologies**

These were received from Councillor Lamb.

15 **Minutes**

The minutes of the meeting of the Strategic Scrutiny Committee held on 2 July 2020 were taken as read, approved as correct, subject to the inclusion of Councillor Owen being in the attendance, for signing by the Chair at the earliest possible convenience.

16 **Declarations of Interest**

No declarations of interest were made by Members.

17 **Presentation on Covid-19 by Portfolio Holders and Questions from Members and Answers**

The Chair invited the Leader and Portfolio Holders to present their respective briefing notes.

Questions from Members submitted in advance of the meeting with the responses given at the meeting, together with the supplementary questions and responses made at the meeting are set out below for each Portfolio.

The Leader, Councillor Phil Bialyk in presenting his briefing note highlighted the following:-

- for the foreseeable future the Deputy Leader, Councillor Rachel Sutton would take his place on the leadership discussion within the Greater Exeter Strategic Plan (GESP).
- he had been selected by the Devon Leaders as a representative on the Heart of the South West Local Enterprise Board (HSWLEP) and that £35.4m was being allocated to the Board but, despite being a major generator of jobs in the sub-region, only a portion of money had gone to projects like the Exeter Science Park. An application had been made for funding support towards the Bus Station and additional COVID-19 costs incurred.
- he had walked around the Bus Station and the new leisure centre to see the progress being made and he felt that people could not fail to be impressed.

Questions from Members of the Committee

1. **Councillor C Buswell** - The pandemic has had a huge, far reaching impact. It made unprecedented demands in short order on all elements of society, and none more so than the public sector, including this Council. Can the Leader please explain how the Council was able to respond so quickly and stay on top of the demand to sustain services, at the same time as launching new initiatives such as the co-ordination of community support?' -

The team led by Director, Jo Yelland along with the remainder of the Strategic Management Board have played an important role in discharging those duties handed to the City Council as a result of COVID. Local Government Districts were the important last mile. He acknowledged and was impressed by the work of the communities, and of the support to deliver services to shielded and vulnerable people. We were quick to respond and although it was not possible to help everyone and despite problems with the budget, we were still supporting communities, and would continue to do so.

Questions from other Council Members

1. **Councillor Oliver** - Can you tell us how the Place Board has helped with the Covid crisis and recovery?

The Place Board has the purpose of helping us to engage partners within the city with regard to Liveable Exeter and those eight or nine sites that are now within the GESP and out to consultation. We understand that if we are to be a city going forward that we need that collaboration. We have been in a unique position whereby we had an assembled group of people in Exeter from various organisations and businesses to work with them to start a recovery within Exeter. There have been many discussions in relation to their businesses and what they need to do. The City Council needs to work with multiple agencies throughout the city, to bring Exeter back to life and he welcomed institutions such as the University of Exeter, Exeter College, the Met Office, the Police and the Chamber of Commerce working together on a recovery. Although different to the recovery plans discussed at Council the other evening, we all need to move together.

Supplementary question and answer

Can the Place Board take decisions on behalf of the city?

No, and the Leader referred to the Council's 39 democratically Elected Members who had the authority to discharge the Council's responsibilities, but the Place Board acted as a critical friend.

2. **Councillor Oliver** - What are you doing to improve the diversity and inclusivity of the Place Board?

This was an important matter and the Leader said he was mindful that the Place Board was viewed as made up of a particular more privileged sector of society. He advised that issue had been discussed with Dr Lee Elliot Major, professor of social mobility at the University of Exeter. He hoped that a report would be made to the forthcoming Executive to redress the balance of the Board with proposed new appointments. An invitation had been extended to Claire Kennedy, the Curator of TEDx Exeter, and Kalidan Legesse, the Managing Director of Sanchos who had both accepted a position on the Board and the new Vice Chancellor of the University of Exeter, Lisa Roberts would be invited to join. They were also in discussion with a further candidate within Homes England. He would bring a report on the business of the Liveable Board, and had asked the Chief Executive & Growth Director to arrange a further briefing in three or four months to outline the progress made.

3. **Councillor Martin** - Clear messages and consistent information is critical during any crisis. Although we may not have had the clarity or consistency we would have liked from the Central Government, can the Leader give some idea what the Council has been doing regarding information and clear communications?

The City Council had been at the heart of providing a reliable source of information during COVID-19. It has been relaying key information with partners such as the Local Resilience Forum, Public Health England and Cabinet Office. It has also been leading on communications around the extensive recovery of the city, launching the Exeter Coronavirus Updates Facebook page which attracted 7,124 members, mostly in the first week of the crisis. Since its launch in the middle of March, there have been 2,400 posts. In the past 28 days, there were almost 300,000 post views, with around 2,500 comments and 6,000 around likes and shares. In total, there has been more than 21,000 comments, all of which have been monitored, responded to or moderated, and more than 66,000 reactions. The Council has also been busy producing a weekly newsletter with key information and updates for 7,420 subscribers to our news service as well as all other channels – even branding refuse lorries with the Council's key messages around community support.

The Leader gave his thanks to the Directors for their hard work and in particular the communities updates given to Councillors. He welcomed the opportunity to communicate on those platforms with a vast number of people in the city.

The Leader also responded to points of clarification to the questions from other Committee Members:-

Councillor Atkinson congratulated the Leader on being appointed to the Heart of the South West Local Enterprise Board. She referred to the £6 million of funding achieved and asked a question about Team Devon and the effort to bring together a number of separate ventures across the whole of Devon and the bids for funding to kickstart Devon and Exeter's economic recovery after COVID-19. The Leader responded and referred to Team Devon and the meetings held with the Devon Leaders and the County Council. He had attended as the Leader of Exeter City Council. He was concerned about how the recovery programmes were being formulated, and he did not want to be taking decisions that were rightfully for Devon County Council to make. Exeter was an economic driver with the biggest

travel to work area outside of London, bigger than Bristol and Plymouth producing good, clean growth jobs going forward. He reminded the Committee of the opportunity for the public to ask questions at the LEP Board meetings and he welcomed more public scrutiny to an important institution bringing a lot of funding to the south west.

Councillor D. Moore asked about the recovery process and what support the Place Board and the City Council was giving to the Freeport proposal for Exeter and Plymouth airports. The Leader stated that he had been unable to attend a meeting with East Devon leaders and the airports on this issue, however he was unclear on the impact and economic benefit to the sub region. He had not seen the detailed plans, but he would discuss this with the Chief Executive & Growth Director and suggested a brief statement or report be presented to the Executive on the 1 September. The only reason he would want to see a Freeport was if there was an economic and employment benefit for the people of Exeter.

The Portfolio Holder Climate and Culture, Councillor Sutton in presenting her briefing note highlighted the following:-

- the Corn Exchange has been closed but she was pleased they had been able to remain open for blood donor sessions. She was hopeful that some exploratory work to create a more accessible box office facility and visible presence on the High Street in a vacant shop unit would come to fruition.
- Livestock Auctions have continued at the Matford Centre, as farming life has continued but other aspects of activity have stopped. The Centre had been used as a key distribution centre for shielded food parcels up until June. The Farmers Market had also continued, ensuring greater access to a range of locally produced food.
- Environmental Health colleagues have been seeking ways to opening the Museum (RAMM) safely and successfully. Although no date has been identified, it was acknowledged that it was important to open as soon as possible. Although the RAMM was not successful in their application for emergency funds from the Arts Council, the Portfolio Holder was pleased to report the successful Court of Appeal's decision on the business rates which was finally settled in our favour. It was a landmark legal decision which effects a number of other museums across the country.
- whilst some staff at the RAMM have been furloughed, a number of projects have been transferred to the virtual domain, including the 'Lockdown Legends' a project to ensure recognition of the real heroes of the lockdown period in the city, with an exhibition of their work in due course, and a COVID-19 art project with a local artist, Amy Shelton, with an exhibition looking at wild flowers and complimenting the Museum's many botany collections. Work continued inside even whilst the physical building is closed.
- Andrew Hardwick had been appointed as the new Managing Director of Exeter City Futures and he was featured in a short video in response to the adoption of the Exeter Net Zero Exeter 2030 documents at Council two days ago. They have held two open conversations which was transferred to the zoom platform with over 100 participants. The Portfolio Holder was appreciative of the staff who facilitated the event, and that information would

be collated and used for the next stage of the move towards achieving Carbon Neutrality for the city.

Questions from Members of the Committee

1. **Councillor D. Moore** - As part of the city centre recovery would the Portfolio Holder consider assessing the viability of moving the Farmer's Market from its current location, which is a harsh site in winter, to a more prominent High Street location and increasing the days its operates and the scope of a market offer?

The Farmer's Market has been able to continue to trade through this wave of COVID-19 and offered an important outlet to sell the goods from hardworking local producers. Although it was not a prominent high street location, it was visible and successful, and unlike other parts of the city, the site was in the ownership of the City Council. She wished the Market's continued success and would be supportive of additional market days, but that was dependent on being able to service the market. There may also be an issue of trader availability as many operated from other markets on other days of the week. She was pleased that it was successful and considered it was well situated where it was.

Supplementary question and answer

Councillor D. Moore asked if Councillor Sutton would be willing to meet with the traders to hear some of their concerns.

The Portfolio Holder said she would be happy to have a discussion with the market traders.

2. **Councillor D. Moore** - The RAMM has undertaken some great online work over the period. What can the Council do - either with it's council housing tenants or with the wider community to address the digital divide?

It was a challenge to actually make sure that everyone had access to the resources particularly as we were unable to go into the Museum with its valuable free resource for local people. Staff at RAMM have been very aware of that and initiated the digital 'RAMM at Home' project which despite its name also offered paper copies of the activity packs. A number were distributed by the City Community Trust through the Wellbeing Hub to families that did not have access to online facilities. It was important to get people back into the RAMM, but in the meantime she hoped the packs would help those households that were struggling and was happy to offer further contact information to arrange in any further distribution.

3. **Councillor D. Moore** - The Visit Exeter website has a section on travel but no strong message about prioritising active travel or public transport above road or flying - please could this messaging be reviewed?

The page 'Getting Here' on the Visit Exeter site has been structured to highlight public transport options over travel by road and air. There were now more specific walking and cycling opportunities around the city. We do prioritise sustainable transport in any messaging as much as possible and Councillor Moore is right that there is great interest in sustainable travel.

Over 90% of visitors travel to Devon by car and the target market was geographically in the 2.5 to 5 hours' drive time. It was really important that we supported our local transport hubs, because the Visitor Economy of the region

and the city in particular, needs all the help it can get. We are working as part of the COVID recovery response to encourage our residents and those nearby to come in and see what is on offer in Exeter. The Portfolio Holder said that she sat on the Visit Exeter Economy Recovery Group with other colleagues to try and make the city as safe and attractive as we possible to encourage our visitors to come back, especially as so many people were likely to stay in the UK for their holidays this year.

Supplementary comment

Councillor Moore welcomed a stronger message and referred to the high figures at the Airport. She was keen to encourage visitors to Devon to come by bus and asked if the message on the web site could be looked considered again please.

4. **Councillor D. Moore** - At the Exeter City Futures open conversation about mobility participants expressed low confidence in the Councils' ability to act to tackle carbon emissions from transport, tackle congestion or improve air quality. Can the Portfolio Holder explain what specific discussions have been held and actions agreed with Devon County Council to implement lasting changes to address these problems?

The Portfolio Holder said she was aware that a number of points had been addressed to Exeter City Council and the lack of confidence by participants was aimed at Devon County Council as the transport authority. City and County Councillor Andrew Leadbetter was on the panel and he had confirmed that Devon County Council were committed to supporting the High Street and neighbourhood centres through urgent transport measures. The County Transport Strategy for Exeter included a number of schemes that had been put in place as a result of COVID-19. She welcomed the new transport schemes and hoped they would become a permanent fixture and the County would continue to carry on with more innovative schemes, but she was mindful of the financial crisis being faced by each of the local authorities. It was important to look hard at how the crisis has shifted behaviour and hold onto the good things and she was aware that county colleagues felt the same. She agreed with Councillor Moore about bus travel, suggested that giving passengers the confidence to get back on them remains a challenge. There was a collaboration and support for a bid by Stagecoach and DCC for encouraging electric buses which she thought was still being determined. She continued to work with Sport England and the County Council to achieve our ambitions and encourage people to increase their use of electric cars and bikes but warned that we were still in unknown territory.

Supplementary question and answer

There were a number of schemes not progressed from the DCC proposals to improve safety for people walking and cycling, particularly on roads that have pinch points. Should the proposed Transport Strategy that DCC will be adopting come to this Council for scrutiny as part of the process for adoption since it also effects Exeter?

The Portfolio Holder advised that Devon County Council was the decision making body for those schemes, but Exeter City Council had been consulted on the proposed Transport Strategy. Although it would not be appropriate to scrutinise another authority's documents, we could invite officers and also County Councillor Gilbert to make a presentation to this Council, subject to agreement by the Chair

of this Scrutiny Committee. The Chair said he would be in agreement with that invitation.

Questions from other Council Members

1. **Councillor K Mitchell** - Can the committee have more details on the issues related to the Air Handling System within RAMM?

Central Government regulations around COVID-19 are recommending fresh air intake settings rather than use recycled air in air handling systems. The fresh air intake may be challenging for the particular system in RAMM which was in place before COVID was a thing. Whilst the building is without the public in there, staff have been trialling the fresh air intake to fully understand its impact on the environmental conditions. So they are working cross departments because we need to keep the public safe and open safely, as well as being careful about protecting the collections. It is a difficult balancing act but something that is being looked at the moment.

2. **Councillor K Mitchell** - When will Chief Crowfoot's regalia be repatriated to its native home of Canada and have RAMM created a register of any further items which might need to be considered for repatriation in the future?

The Portfolio Holder said she was aware that Councillor Mitchell was supportive of the repatriation. Chief Crowfoot plans to visit Exeter in person to receive his forefather's regalia and take them home but clearly that plan has been put on hold because of the COVID situation. We look forward to welcoming him to Exeter to show how supportive we are about these important cultural items going back to their rightful home.

The process of repatriating any items were set out in Appendix C of the new Collections Development Policy 2020-25, which was recently agreed at Executive. We do not have a specific list because we do not know what might be requested by whom. The Policy may need some revision because the Arts Council England are producing further national guidance on repatriation and restitution, which was expected before the end of this year. Our stance has always been that we would decide such matters on a case by case basis, and as and when any specific requests come to us, in line with our Policy and with any national guidance. Compiling a list of what we think might be sought, would take up a lot of staff time and potentially be of no useful benefit.

The Portfolio Holder also responded to points of clarification to the questions from other Committee Members:-

- Councillor Atkinson responded to the supplementary question (4) from Councillor Moore about the Transport Strategy and advised that Devon County Council had responsibility for Devon and the Exeter wide Transport Plan. This has been drawn up in liaison with the City Council over a number of years and has been consulted on widely and recently updated. She had taken part in a Standing Overview group discussion which was open to the public and was also scrutinised by the relevant DCC Scrutiny Committee. Pop up Traffic Regulation Orders were discussed at Exeter HATOC and that meeting was open to members of the public. She advised that a second tranche of such measures was awaited. She would ask for the minutes of HATOC to be circulated to members of this Committee. A number of other

maintenance projects have managed to be dovetailed with the pop up measures.

- Councillor Lyons asked if the Council incurred any costs in appealing against the Inland Revenue business rates decision on the RAMM. The Portfolio Holder said the Council and the other party had agreed to meet their own costs and that the Council had budgeted for this.
- the Portfolio Holder also responded to Councillor Lyons to say that she was not aware of any outdoor music events being planned in Exeter this summer. She did not think that any events in indoor venues would be feasible and in any case, would have to be looked at very carefully.

The Portfolio Holder Planning and City Development, Councillor Bob Foale presented his briefing note highlighted the following:-

- the Council's service had continued to be provided during the pandemic with staff working from home and credit was due to the Chief Executive & Growth Director for implementing the move to agile working. He recalled a presentation he had attended about co-working a couple of years ago when staff were asked to embrace a new vision and way of working, and that work meant that our staff have been able to work effectively from home.
- he was delighted that the recommendations adopted at Council last Tuesday relating to the Local Plan and Greater Exeter Strategic Plan which allows the Council to properly fund both of those programmes going forward.
- there was an initial fall in planning applications but this had now recovered to pre-COVID volumes. The Planning Committee, together with the Delegated Briefing group have been meeting regularly and he believed effectively on virtual platforms by skype and more latterly by zoom.
- a new national Permitted Development Rights regime has been introduced to support health service bodies and enable local authorities to make an immediate response to any emerging COVID situation. It has enabled developments ranging from the change of use of existing buildings to a construction of 117 bed Nightingale Hospital as one of only seven built nationwide.
- public houses and restaurants have been able to operate and offer food during the emergency period particularly with hot food takeaways. The Government has also relaxed planning enforcement over the time restriction on supermarket deliveries allowing adequate supplies and vulnerable people to be looked after.
- although 50% of construction work had stopped during the lockdown period, and some local authorities stopped undertaking any site inspections, Exeter City Council's Building Control has continued to inspect sites.
- in line with Government expectation and to support the local economy we have negotiated with developers on a case by case basis on the timing of their CIL payments and a phasing of Section 106 agreements to ensure that the obligations are met, in a way that does not threaten the viability of any one development.

Questions from Committee Members

1. **Councillor D. Moore** - The Council agreed to review the Community Infrastructure Levy (CIL) charging structure last year. Has the emergency delayed this work and please can the Portfolio Holder provide an update on progress.

The review of the CIL charging structure was under way and the COVID emergency did delay the signing of the contract with the consultants selected to undertake the work by about six weeks, but the contract has now been signed and the work is underway, with some preliminary work having been undertaken before the contract was signed. It is hoped that the weeks lost can be re-gained as the work progresses.

Supplementary question and answer

Councillor D. Moore asked when this will be ready for the council to adopt

At Full Council on Tuesday it was stated that the CIL charging structure will be reviewed as a central plank of our Local Plan and any recommendations we receive there will be looked at in the Local Plan alongside affordable housing and the green agenda. It has been clarified to the Member after the Committee, that it is expected that the CIL Charging Schedule Review will be completed for implementation in the autumn of 2021.

2. **Councillor J Moore** - How many CIL payments and Section 106 agreements have been renegotiated and has expected community investment been put on hold because of this? If so, please can you give details of any major planned projects which will now be delayed?

As a consequence of COVID-19, Exeter City Council has so far received four requests to defer CIL payments and three requests to vary the terms of Section 106 agreements as follows. It was not anticipated that these requests will result in significant delays to any major planned community investment projects.

- the Community Infrastructure Levy requests were in respect of Taylor Wimpey, Burrington Estates, Mr and Mrs Starling and Heritage Homes

The Section 106 requests were in respect of Burrington Estates, Vistry Partnership and Taylor Wimpey.

Questions from Non-Committee Members

1. **Councillor K Mitchell** - Can the Portfolio Holder please update the Council on the progress towards reviewing the Council's existing policies towards the University's explanation, Purpose Built Student Accommodation (PBSA's) and Housing Multiple Occupation (HMO's)?

In terms of the University of Exeter's growth, updated student projections are awaited from the University over the next few weeks. Once these have been received, in the same way that as occurred in previous years, a report will be brought to Members as soon as possible setting out the projections and comparing these to the current provision of PBSA in the City. The level of uncertainty about the projections was likely to be exacerbated this year by the impact of the pandemic, particularly upon international student numbers. The Portfolio Holder understood that the University were anticipating a £70 million

deficit next financial year large due to the uncertainty of international student numbers.

The Council's review of its existing policies on PBSA and HMOs was ongoing and will need to take into account the impact of the pandemic, which may not be fully appreciated for some time. In the meantime, following discussions between officers, the Leader and the Portfolio Holder in early Spring, it has been determined that any new policy on PBSA/shared living will be covered by the revised Exeter Local Plan, and not by the Greater Exeter Strategic Plan as had been originally intended. This is because the issue of student accommodation is Exeter-specific, rather than being a strategic matter that relates to the Greater Exeter area.

Supplementary question and answer

Could he have an assurance that when the emerging Local Plan was looked at Neighbourhood Plans like the St James Neighbourhood Plan would be taken into account as well as the Article 4 Directions because both had a huge impact of student accommodation on the city?

The Portfolio Holder gave his assurance.

Councillor Foale also responded to points of clarification to the questions from other Committee Members:-

- Councillor Atkinson asked if the Greater Exeter Strategic Plan would be developed as well as the Local Plan or will the Local Plan be produced on its own because it is a voluntary plan which requires the commitment of other Districts and if there was a role for Scrutiny? The Portfolio Holder said that he was delighted with the recommendations which were accepted at Full Council. The GESP had had a difficult journey for the last couple of years with changes in the administration of each of the three other District authorities. Now that Exeter has confirmed our commitment, we will put in the staff commensurate with our standing in the group to try to get it over the line. If we cannot, it is however, vital we have our own Local Plan which we now have the resources to develop. It was important to have a robust Local Plan to consider, affordable housing, purpose built accommodation and the green agenda. We can have both if all the relevant GESP Councils commit.
- Councillor Atkinson also referred to the new Government announcement on permitted development rights which could allow the building of two extra storeys, and whether there will be some consultation and how this would impact on Exeter. The Portfolio Holder said this was uncharted territory and further guidance was awaited. He confirmed that applications can be refused on a number of grounds.
- Councillor Owen referred to the reference to student accommodation by Councillor K Mitchell and would like to add his support to Councillor Mitchell's comments about the importance of the St James Neighbourhood Plan being taken into account. He asked that when the discussions take place that local ward members be included in the student populated areas of Duryard, St James, and St David's. The Portfolio Holder said that he would endeavour to do that.

- Councillor Lyons welcomed the decision to locate the Nightingale Hospital at Sowton, rather than at WestPoint. She also referred to the loss of hospital beds at Whipton and Franklin hospitals in the locality and asked if the Portfolio Holder could advise if the new Nightingale Hospital facility was going to be a temporary or permanent. The Portfolio Holder said he had been to the site and although it did not have the feeling of permanency, it did not feel like it was a short term stop gap measure either. In the darkest days of the lockdown we feared that we might be filling the 117 beds with COVID patients, and currently it was being used for other treatment and care and he hoped that it would be there for some time. He said that at the site has been extended beyond the original plans.
- Councillor D. Moore asked about the timescale for the report on CIL charging structure as the announcement on student accommodation was made last year and the GESP will not be produced until 2023. How will the Council address the areas immediate problems also the interim period up to 2023 which is a long time to wait. The Portfolio Holder agreed it was a long time to wait and there were many imponderables with a £70 million shortfall by the University with students potentially simply not coming. That would have a huge impact on the need for student accommodation and the use of HMO and we don't know yet what the proposed student numbers due shortly would be and that will inform our thinking. As far as the CIL is concerned a group of consultants has been asked to undertake a piece of work which is underway.

(It was noted that the original completion date for the new CIL Charging Schedule was July 2021 but would now be available by September 2021).

- Councillor D. Moore was very concerned in this interim period that there will be applications which are not currently covered by our planning policy such as co-living which, she suggested were going to cause other problems in the community and she was concerned how this was going to be managed by the council's planning system.

The meeting commenced at 5.03 pm and closed at 6.50 pm

Chair

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City Solicitor's Directorate Services

Work during Covid-19

Democratic & Civic Support.	
Lord Mayoralty	
Activities	<ul style="list-style-type: none"> • Completion of Risk Assessments for reopening of the Guildhall, and Lord Mayor's attendance at events, in readiness for when opportunities arise; • Continuing of virtual messages from LM for various events (VJ Day; 999 Emergency Services Day); • Lord Mayor Support Officer undertaking additional role of PA to the Strategic Management Board, to cover maternity absence, whilst mayoralty events remain low in number; • Continuing to work with event organisers for civic events which have been delayed/postponed to 2021;
Elections & Electoral Registration	
	<ul style="list-style-type: none"> • Preparing to undertake the statutory annual "electoral canvas" (which is being delivered in a different way to that in previous years in line with the necessary regulations); • Preparing for the triple elections planned for May 2021 – Exeter City Council, Devon County Council, and Police & Crime Commissioner – including acting as Police Area Returning Officer for the latter.
Democratic Services	
	<ul style="list-style-type: none"> • Continuing to "tweak" the running of virtual meetings to ensure maximum efficiency; • Continuing to provide training and support to members in the use of Meeting technology; • Reviewing of the induction programme for councillors in readiness for the post 2021 election; • Redeployment of staff (part time) to support the Organisational Development work programme.
Corporate Support Unit	
	<ul style="list-style-type: none"> • Continuing to ensure safe working practices within the Civic Centre for those still required to work in the office; • Ongoing support for the raising of orders and payment of bills so as to ensure council met its responsibilities to suppliers;

	<ul style="list-style-type: none"> • Co-ordination with Strata of requests for additional IT equipment to be taken by staff to allow for home working; • Maintaining contact with tenants of the Civic Centre to ensure safe working practices followed throughout the buildings; • Active participants in Organisational Development work programme and in particular members of the 2 Task and Finish Groups looking at Orders/Invoicing and Complaints handling;
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Human Resources

Activities	<p>COVID continues to add significant workload for the HR team and critical Work stream of HR & payroll team supporting the whole council benefiting both management and employees alike.</p> <p>This work has included:</p> <ul style="list-style-type: none"> • Staying abreast of Government Guidance to inform Council decision making and the formulation of appropriate Action Plans relating to staff; • Fielding and responding to a large number of staff enquiries relating to COVID; • Continued work dealing with the council's furlough claims to submitted to HRMC resulting in income; • Revising and delivering appropriate contractual changes; • Rapid development and deployment of related employment Policy; • Updating the COVID FAQs for City Council employees; • Supporting SMB policy and decision making. <p>In addition (and in spite of COVID!) we have successfully delivered the technical HR aspects of the TUPE transfer of 160 ex-Parkwood Leisure staff into the Council as well as dealing with implications of the 2.75% National Pay settlement.</p>
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Legal Services

Key challenges	<p>Legal Services has been restructured with the new structure having taken effect from 1 August 2020. The team have risen to the challenge of working remotely and have been able to maintain very close links with client departments and embraced the challenges and opportunities of agile and flexible working.</p> <p>In addition to the above, in May this year, the team have also implemented Iken, an-online case management system which has enabled the legal officers to work remotely on virtual files. Training</p>
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	<p>affected by the lockdown and Procurement Policy Note 04/20 on the transitional phase of lockdown. Working with procurement in preparing a Council policy for providing supplier relief in accordance with PPPN 02/20.</p> <ul style="list-style-type: none"> • Application of the law in relation to applications for possession of land; • Application of the law in relation to applications for possession of residential and commercial property and the ban on evictions; • Advising on the application of the Act: Shielding, local support systems and grocery deliveries, Local Resilience Forums, Business Rates relief, Small Business Grants Funds (SBGF) and Retail, hospitality and leisure grant fund; • Advising on the application of the Public Contracts Act 2020 to live procurement processes affected by the lockdown and put on hold together with consideration of the law on abandonment of procurement processes; • Advice on disputed procurement processes; • Advice in relation to the review of the Council's commercial property portfolio where tenants are facing difficulties in payment rents and measures put in place to alleviate those difficulties. • Employment related advice in the context of the challenges posed by Lockdown.

Internal Audit – Work during Covid-19

Internal Audit	
Background	The Internal Audit Team have continued to work from home throughout the Covid pandemic. The team have supported the wellbeing hub with two members of the team but as the demand for this service reduced one member of the team returned to audit work, however, due to pressure on other service areas we were unable to continue with audit work to the usual capacity and as a result furloughed one member of the team. The team is now back working at full capacity.
Wellbeing Hub	The two team members that have supported the Wellbeing Hub have now returned to audit work.
Business Grants	The Audit Managers have assisted the rating team with the administration and processing of the Government Business Support Grants along with the Discretionary Grants and also assisted with the post award assurance returns required by Government. We have now assigned an independent member of the team to carry out some audit testing of the business grants. Due to the Audit Managers involvement of the process the auditor has been instructed to report any concerns direct to the Director of Finance to ensure independence is maintained.
Leisure Facilities Return In-house	The Internal Audit Team have assisted with the transfer of the Leisure Facilities from Parkwood Leisure back in-house by assisting with verification checks on the inventories and stock checks.
Internal Audit Plan	As reported previously we are not going to be able to complete the agreed 2020/21 audit plan, therefore, we have made a number of proposed changes to the plan and will be seeking approval of the changes from the Audit and Governance Committee on 16/09/2020. We will be continuing to monitor the plan and will make further proposals to change the plan to ensure that our work is meeting the needs of the Council's ever changing business and risks that arise.
Current Work	Along with the work detailed above the team have just completed the audit work to support the Disabled Facilities Grant (as required by the grant provider) and are now working on the audit of the business Covid grants, Housing Benefits, Council Tax and organisational business continuity management.
Key challenges	The key challenges facing the team are; the speed of change within the organisation and making sure that our plan of work is aligned with the Council's needs. We also face challenges with all staff working from home making audit work more challenging with regard to access to information and staff, however, we are learning new ways of working to overcome these challenges.
Recovery Plans	The audit team are now working at full capacity and proposed amendments to the 2020/21 audit plan are being presented to the Audit and Governance Committee on 16/09/2020. The audit plan of work is under constant review.

City Centre / BID (InExeter) Recovery Phase update

<p>Background</p>	<p>Teams within Environment and City Management have been leading the recovery phase for the City providing links to the County Council Recovery Groups. We have provided lead officers for the ECC City Centre, the Business Support and Education Recovery Groups as well the DCC Recovery Groups such as the Recovery Coordination Group, Business and Economy Recovery Task Group, as well as the Place and People Sub Groups. Environment and City Management have worked as one to help the City to recover, and continues to do so.</p>
<p>Current Work</p>	<p>Officers within Growth & Commercialisation have supported the Business Rates team with developing, administration and the processing of the Discretionary Business Grants. A new grants scheme announced by central government is being worked up, this is to support business if there is a local lockdown within Exeter.</p> <p>Work has started to pull together a number of external service providers under the banner of 'Exeter Works'. This is to work with those who have recently been made redundant, to support them back into training or employment. This is in partnership with Exeter Chamber of Commerce. This project links to the national Kickstart programme, to support young people in temporary employment. The team are leading on this activity for Exeter, to ensure SME's are able employ young people.</p> <p>Commercial Manager has returned from furlough. Work continues to support other service areas to generate new income, especially through Waste Management and Fleet to win new contracts.</p> <p>Thoughts and discussion being pulled together on the next phase of recovery for the city centre, addressing the impact of COVID-19 on the city centre. Ensuring there is a mix of retail, residential, commercial (office), study and social space.</p>
<p>Key challenges</p>	<ul style="list-style-type: none"> • Restoring confidence for residents to return to the City Centre • Encouraging people to adhere to social distancing measures in the city centre and a number of neighbourhoods • Footfall not returning to pre-COVID-19 levels • City centre office workers continuing to work from home • Universal Credit claimants for Exeter is the highest its been since Feb 1996 • Businesses affected by lockdown and COVID-19 restrictions • Generating additional income to the City Council • InExeter (the BID) have only received 37% of their annual income (BID levy), direct impact on the delivery of their business plan • Brexit and the potential impact of a no deal scenario
<p>Recovery Plans</p>	<ul style="list-style-type: none"> • Social distancing measures including signs, floor stencils, banners and one way pedestrian systems installed in our car parks, throughout the main shopping areas of the City Centre and a number of neighbourhood centres

	<ul style="list-style-type: none"> • Continued liaison with the BID, Chamber of Commerce and Exeter FSB. Initially launched the ‘Stronger Together’ campaign to encourage local purchasing (both for consumers and businesses to business transactions) • Established the City Centre Recovery Group – Chair John Laramy from Exeter College – to develop a recovery plan for the city centre to ensure its long term survival and growth • Established the Exeter Business Support Recovery Group – Chair Matthew Roach from Exeter Airport – to support businesses adapting to the effects of Coronavirus and to address skill / re-training needs for residents • Established a simple, streamlined process for assessing applications for pavement licences for additional tables and chairs as per the Governments temporary legislation. This will assist hospitality businesses to trade while social distancing rules are in place
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Strata & IT Requirements

Strata & IT Requirements	
Key Priorities	<ul style="list-style-type: none"> • Ensuring ICT requirements for agile and flexible working for members and officers are in place • Redesigning processes to provide high-quality and accessible online services and information • Ensuring ICT is in place to support a unified contact centre • Addressing digital exclusion

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Portfolio Holder Briefing

Active and Healthy People– September 2020

Leisure Services

- Following Council decision to insource the Leisure Service on 21st July, a project group was formed with key individuals and teams from HR, Legal, Finance, Communications, Environmental Health, Estates and STRATA to lead on specific elements of this complex project.
- The task to effect the transfer by 1st September is a challenging one given the incredibly tight timescales and within the context of the Covid-19 pandemic. However, all work streams have progressed well and to date, all essential milestones have been met.
- Legal expertise was commissioned to advice on the settlement agreement with Parkwood; the transfer of staff into the Council and the branding of the new service.
- Assistance has also been commissioned from leisure health and safety experts who are advising on COVID secure operations of buildings; the activities within them and the training of staff.
- Design and marketing experts have been employed to create a new brand for the centres to mark the significance of the transfer and the new “best in breed” product we wish to offer.
- A raft of buildings, contents, public liability and business continuity insurance policies have been secured and expert VAT accounts are assisting in the development of financial strategies to ensure best value.
- Cloud based Customer Management System (Legend) has been commissioned including a payment and on-line booking system.
- Technical expertise has been commissioned to undertake assessments of each of the six centres from a building and mechanical and engineering perspective with specialist ventilation experts employed to assess the current air flow performance of each centre and to advice on mitigation actions to ensure that each centre meets the new COVID 19 ventilation standards
- A dedicated STRATA Project Manager has been employed to oversee all other ICT needs which includes: broadband and hardware for each site; agile and flexible working ICT equipment for key staff; setting up staff email accounts and access to the Global Desk Top.

Settlement Agreement

- Following protracted negotiations the termination of the Parkwood contract and the signing of the settlement agreement was completed on 31st August. This has delivered a reduction from the C£1m requested by Parkwood to a final figure of £355,012 (£100,397 of which has already been paid in management fees and utility costs resulting in a final payment of £254,614). This was £18,000 more than assessed at the time of the committee report in July 2020.

Transfer of Staff

- The transfer of staff took place successfully at mid night on 31st August following a formal consultation process as required under TUPE regulations. This included Zoom consultations with staff representatives on a series of intended measures, the production of a Q&A briefing and individual letters to transferring staff.
- 168 individuals have now transferred to the Council. There are 94 people on permanent contracts: 42 are full time and 52 are part time. There are 3 apprentices. 74 people are on casual contracts.
- Total gross salary cost is estimated to be £1,159,629 which is £4,29,416 less than anticipated in the underlying business case (based on 18/19 audited accounts) which is a positive outcome for the income and expenditure projections.
- 166 of these staff are on furlough through the Job Retention Scheme through which we anticipate drawing down funding from the Job Retention Scheme towards the September salary costs. Six Managers were bought back from furlough on 8th September to undertake their new employee induction and to assist in the Centre re-opening.

Leisure Centres

- Full inventories of fixtures and fittings for each centre have been completed.
- Detailed COVID 19 and health safety risk assessments have been completed for each centre along with detailed COVID 19 secure plans which include mitigation plans to resolve ventilation risks (siting of carbon monoxide monitors, additional air circulation fans; manual ventilation plans for windows and doors); safe

routes through each building and activity area; signage and sanitiser maps; legionella flushing; water testing; equipment and environmental deep cleansing regimes; social distancing measure and staff training.

- Leisure centre roles have been mapped to the Councils Corporate COVID 19 role risk assessments and these will govern the allocation of PPE and COVID training for all staff.

Marketing, Branding and Communications

An exciting branding, marketing and communications strategy has been devised with a membership offer aimed at giving us the best chance of retaining existing members, thanking them for their loyalty and introducing “good will” from the outset for existing and new members.

- Free membership for all existing members between September and December 2020.
- A new membership offer opening on 12th October of £15 per month from October to December with the aim of generating 1,000 new memberships.
- We anticipate reverting to a £25-£36 a month full membership from January 2021 with a range of incentives and offers building up to the re-opening of Riverside Swimming Pool and Health Spa and the launch of St Sidwell’s Point in July 2021

For the time being there will not be any pay as you go options: it will be a membership only option to help with the partial VAT exemption issue which is still under exploration by our expert accountants.

Leisure Centre re-opening plan

The above work has enabled us to now set dates for re-opening. There are still some unknowns in relation to the Pyramids swimming pool and Riverside gym which are still being assessed however we are pretty confident that the following is now achievable. We anticipate the direct costs of re-opening each centre are in the region of £10k-£15k which should come within the agreed budget.

28th Sep	-	ISCA Centre & Exeter Arena
5th Oct	-	Wonford Sports Centre & Northbrook Swimming Pool
12th Oct	-	Pyramids Swimming Pool & Riverside dry-side

St Sidwell’s Point Swimming Pool and Leisure Centre Build

Please note: This is a ‘point in time’ briefing note on matters as understood / expected as at 11th September 2020.

Progress

- By the end of February 2020 there were over 120 operatives working on site on a daily basis. There were three cranes in operation on site (one tower and two mobile cranes), and a mobile concrete boom distributing the concrete across the frame. Site operations were circa 7am until 8pm five days a week, and Saturday morning working was also in place. The concrete frame contractor alone had over 70 operatives on site.
- Once the restrictions were announced in relation to Covid19, the site operations were greatly reduced. From late March to mid-April 2020, there were circa 20 operatives on site on a daily basis, and only one crane was in use.
- With constant review of site logistics, operations and welfare facilities, the number of operatives on site increased to 60+ in May and now circa 80+ since mid-June. The original programme for the project (pre-Covid 19) would have had over 200 operatives on site per day at this time (September 2020).
- There are now three cranes operational on site again.
- Due to the current Covid19 restrictions in place and the measures adopted to address the restrictions, one of the main factors previously limiting resource on site was the capacity of the welfare facilities. Kier have now installed a marquee on the lower apron of the bus station which has increased the capacity for operatives to safely have food breaks, rest, etc. In addition, the team changed the existing toilet configurations and brought in more toilet blocks. These alterations have increased the site capacity to circa 120 operatives.

- The critical activity throughout the past 12 months has been the concrete frame. This was severely delayed during Covid19 lockdown / restrictions, however these works have now been completed.
- The completion of the concrete frame has allowed the internal Mechanical & Engineering installation to progress in earnest, whilst the internal walls, external cladding and steelwork have been progressed.
- Achieving the installation of the Glulam timber beams and associated structure was a great achievement and allows progress to be made in the pool hall areas.
- The next period will see more trades on site as areas are made available for the different trades, with an associated increase in the number of resources / operatives on site.

Forecast Completion and Risks to Completion

- The site team are currently working weekends (Saturdays) and extended days during the week. This extended working has been formally agreed with the Planning Department.
- The construction programme has been updated in the past month, which identifies completion in July 2021.
- Kier have identified that they expect future problems are likely to manifest with the supply chain and ongoing / future availability of resource and materials. At this stage they don't know exactly where these problems will arise, or indeed if they will arise, they just believe there is a high likelihood of future challenges in this regard.
- There are a myriad of elements in the completion of the project which may be affected by restrictions now, or may not even become apparent until sometime in the future. (Such as the collapse of a supplier of parts which make the machines which make the windows we need, or a spike in demand for resources in the future as projects have 'backed up', or indeed matters such traffic orders which have been affected by the pandemic).
- Any forecasting of completion will need to be carefully considered, and it is very possible completion cannot be guaranteed until the actual day of handover.

Cost Matters

- The Forecast Project Cost for the Leisure Centre is currently within the approved budget.
- The measures put in place by Kier on this project to manage the impacts of Covid19 have been costly (direct costs for storage of materials off site, the increased welfare facilities, sub-contractor agreements & arrangements, etc.). Additionally, the programme / project duration increase a result of the pandemic (currently forecast as 4 months – March 21 to July 21) has cost implications relating to staff, hire of office accommodation, plant, equipment, etc., on site.
- The Contractor has issued formal notification of their view that all costs associated with Covid19 are a contractual entitlement to them. This view has been reviewed by ECC Legal (& Counsel) who have a different interpretation and further discussions are ongoing with the contractor to seek agreement.

Assistance to help the project during the crisis: Ongoing

- We continue to help the contractor with the following :
- To help the contractor with receiving deliveries of reinforcement steelwork materials, ECC freed up the lower apron of the bus station and handed this over to Kier. This was successfully used to enable the bulk reinforcement to be delivered and then distributed around the site. This lower apron space has subsequently been used for the additional welfare facilities mentioned earlier in this Briefing.
- The Government issued a Procurement Policy guidance note PPN02/20 to look at how the public sector can support construction firms and help their cash flow during the crisis. ECC have agreed to have fortnightly valuations of the works on site (instead of monthly valuations) and have also agreed to pay the invoices within 7 days of receiving the invoices – all to help the contractor cash flow.
- Additionally, ECC have agreed to pay for goods purchased by Kier but held off-site, such as the Glulam beams, etc. The appropriate vesting certificates and insurances will need to be in place and evidence of such provided.
- The Contractor held Contingency (within the Contract Sum) has also agreed to be released – as the contingency is due and is there to cover unforeseen events, such as this.

- Other proposals were submitted by Kier for consideration under PPN02/20, however those that exposed ECC to an unacceptable level of risk, or could have increased the total cost of the project above the amount approved by Council were not implemented.

Riverside Swimming Pool and Leisure Centre Refurbishment

Please note: This is a 'point in time' briefing note on matters as understood / expected as at 11th September 2020.

Current Progress & Successes

- Although works were significantly delayed during April and May 2020 due to Covid19, there has been good progress since.
- The high level internal painting and M&E installations have been completed in the pool hall and the internal birdcage scaffolding system has been removed.
- The ground floor changing village and adjacent pool hall area has been stripped of floor tiles and structural repairs have been undertaken to the concrete soffit.
- The design scheme for the wall cladding, showers, changing cubicles and lockers to the ground floor and first floor changing villages has been agreed.
- The design scheme for the new spectator seating and handrails in the pool hall have been agreed.
- A membrane water proofing system is being proposed to be applied onto the existing roof of the gym & central area of the building. This is an interim measure, intended to last for 3-5 years which is hoped will greatly reduce the water ingress into the gym over the next few winters. This solution will not deal with the structural defects in that section of roof. A full replacement of the roof will be required at some stage (which is understood as notionally being 3+ years in the future). Snow weather warnings or the like would result in sporadic closures of the gym over the coming years until such time as the roof is replaced. We are awaiting costed options from the Contractor which cover varying extents of work to the existing Mechanical & Electrical Plant / equipment on the gym roof – ranging from 'do nothing' to 'full replacement & relocation to a different area'. A decision on what to do with the M&E on the gym roof will be made once all the costs have been provided.
- The critical element being delayed by Covid 19 was the geotechnical investigation of the ground around the pool (so the foundations for the new pool surround could be designed). These works were on hold until a safe method of working could be established in accordance with the Covid 19 restriction measures. Changes in the government guidance for construction sites enabled these critical investigations to be concluded. Weekend working was adopted with the specialist to undertake the investigations as soon as viably possible.
- Now that the birdcage scaffolding has been removed from the pool hall, the pool surround construction remains the largest element of work to complete. The sequence of works required to this area is detailed, extensive and is the largest time constraint on the programme for the project, the works to this area include :
 - Pile foundations in the made ground around the pool – with a small hand held machine (which requires pre-drilling of pilot holes in each location to break through existing concrete obstructions underground)
 - Mass fill of concrete poured around the outside of the pool to create a base
 - Installation of all the pool filtration and water supply pipework
 - Protection of all the pipework
 - Pouring of concrete to fill the poolside void
 - Creation of the topping slab & screed
 - Drying time for the concrete (tiles cannot be applied until the concrete has suitably dried.
 - Application of the new floor tiles

Forecast Completion and Risks to Completion

- The detailed construction programme has been updated in the past month. This identifies completion in July 2021.

- Although a construction programme has been developed, there is a risk this will be impacted by Covid19 – whether through further working restrictions on-site, timely availability of workforce if key suppliers miss work through Covid related symptoms / illness, availability of materials if production lines are further affected by Covid, etc.
- The performance of the pool tank when it is filled with water is also a significant risk on the project. As the tank has been empty of water for over 3 years, the weight/pressures of the water and any movement in the tank could cause tiles to become loose, or indeed the tank itself to adversely suffer. The tank and tiles will be monitored throughout the water filling process – which will be managed over a number of days to slowly build the pressures in the tank.

Assistance to help the project during COVID 19 : Ongoing

- We continue to help the contractor with the following :
- The Government issued a Procurement Policy guidance note PPN02/20 to look at how the public sector can support construction firms and help their cash flow during the crisis. ECC have agreed to fortnightly valuations of the works on site (instead of monthly valuations) and have also agreed to pay the invoices within 7 days of receiving the invoices – all to help the contractor cash flow.
- Additionally, ECC have agreed to pay for goods purchased by Kier but held off-site. The appropriate vesting certificates and insurances will need to be in place and evidence of such provided.
- The Contractor held Contingency (within the Contract Sum) has also agreed to be released – as the contingency is due and is there to cover unforeseen events, such as this.
- Other proposals were submitted by Kier for consideration under PPN02/20, however those that exposed ECC to an unacceptable level of risk, or could have increased the total cost of the project, were not implemented.

Exeter Arena Development Plan

Background

- Exeter Arena and the ISCA Centre are located to the north east of Exeter city centre, just over a mile to the west of the M5. The built facilities previously managed by Legacy Leisure (Parkwood Leisure) under contract to the Council until September 2020 are now managed in-house
- Exeter Arena, primarily an athletics venue, has grown to include a gym, football pitch, sauna suite, physiotherapy room, spin studio and social areas. The ISCA Centre includes an indoor bowls rink, bar/café area and a recently refurbished gym
- The Built Facilities Strategy 2019 identified Exeter Arena as a priority for development with an aspiration to deliver a much more connected and integrated Sports Village. A new facility mix would include a swimming pool, sports hall and a strategic cycling hub including off road cycle circuit, family cycle trails, a pump track and skills areas for beginners.
- Several development options have been produced with a preferred option being prepared for progressing to a full business case.
- The development of the site will be through a phased approach dependent of funding and opportunity.

Progress

- A Project plan has been produced with indicative timescales
- Initial consultation with existing user groups has taken place including all the key clubs currently using the site. The general consensus was that all clubs are excited about the outline proposals and all wish to be involved in ongoing consultations.
- The general health of the clubs consulted was good, although some expressed concerns over returning to sport and the knock on financial health (lost members, increased facility costs, payments for events carried forward to 2021)
- Specifically, the local cycling community has been consulted in partnership with British Cycling. The feedback is overwhelmingly positive.
- The preferred site plan with new facility mix is being developed into a series of Computer Generated Images and ‘Virtual flyover’

- Necessary site surveys have been commissioned by ECC Parks & Open Spaces team, conducting land quality, ecology, flood risk and noise assessments along with a whole-site Topographic survey.
- British Cycling Places To Ride: Stage 1 project funding bid is being submitted in September for a c.£500k bid towards the new cycling hub. This includes a request for Project Development Costs to support site surveys and formal consultation. If successful, the project will be allocated specific case officer and technical support from Sport England and British Cycling
- Further dialogue with Sport England facilities team is taking place and included progress on Exeter Arena proposals and feasibility.

Next Steps

- Informal presentation of CGIs and video flyover to portfolio holder
- Preparation of outline business case and proposal to move to full business case and formal public consultation through council committee
- Outcome of application to British Cycling expected in early October 2020
- Continued dialogue with Sport England to prepare approach to Strategic Facilities Investment Fund.

Playing Pitch Strategy

Background

- We are conducting a full review of the 2018 Draft Playing Pitch Strategy and producing a new strategy based on a complete understanding of current supply and demand of sports pitches
- The brief follows Sport England methodology and will produce a clear, strategic framework for the management, maintenance and development of outdoor playing pitches and ancillary facilities over the next ten years (2020 to 2030)
- The scope includes priority sports: Football, Rugby, Cricket and Hockey whilst also taking the opportunity to review Tennis and Bowls provision in the city. Other outdoor sports will be assessed on a demand basis, for example Exeter Spitfires Baseball Club have indicated a willingness to work with the Council to develop a new home
- COVID-19 has had a significant effect on local community sport with all outdoor team sports only now considering phased return to play plans. Many National Governing Bodies (NGBs) have been focussing on response and recovery plans for their sports and supporting clubs to access resources to ensure survival.

Progress

- BELAP consultants were engaged in February 2020 to review existing strategies and conduct winter sport site visits to assess quality and supply of pitches in the city. This work has been concluded and evidence base of winter sports pitches collated and analysed.
- A reviewed specification is being prepared developing a 6 month programme of work to complete the Playing Pitch Strategy in light of COVID-19 context with individual sports
- Individual meetings with NGBs are taking place with a full steering group planned for October 2020 to agree the programme and communication to specific stakeholders and clubs
- Both Tennis and Bowls NGBs have positively indicated their intent to be included in the study.
- In parallel to the study specific projects will be undertaken to assess feasibility of improvements/enhancements to both priority sites at Wonford (football) and Exeter Arena (rugby).
- A programme of works is being delivered to improve the adult and junior playing pitches in Pinhoe ahead of the 2021 season.
- Exeter Spitfires (Baseball Team) are working with officers in both Active & Healthy People and Parks & Open Spaces to realise their aspiration to return to the city and make Bromham's Farm their home pitch. This site is currently being 'made good' as it returns to ECC following extensive Environment Agency works over a number of years.

Background

- Exeter City Council on behalf of the partners signed a Lottery Funding Agreement with Sport England in June 2019 to implement the proposals set out in the submission agreed by the Board in January 2019.
- The focus up to January 2020 has been on developing firm foundations upon which to build sustainable delivery platforms for the community-based People and Place programmes whilst simultaneously developing strategy and policy alignment across the whole system. Whilst this approach is winning hearts and minds and positively disrupting the system it is proving to be challenging. The process evaluation has been very helpful in ensuring that we regularly take stock and learn as we go.
- Contracts were awarded to a range of delivery partners including Devon County Council, Devon Community Foundation, Active Devon, SERIO, Grow Consultancy, CAG Consultants, Exeter City Living, and KYMA/ETL. Devon Community Foundation have awarded contracts to new Wellbeing Exeter delivery partners including Exeter YMCA and Exeter Community Trust.
- In January 2020 the board met and were presented with an overview of the process learning and agreed to a series of workshops in February and March 2020 to address a number of issues which had been identified in the initial development phase of the programme. The focus of the workshops was to establish shared values, language and agreed ways of working going forward. Three of the four workshops took place before the Covid-19 pandemic.

Progress

- The existing work of the LDP enabled a rapid community response to the pandemic. This in turn is generating evidence which will be valuable for the future planning and delivery of the LDP as the 'new normal' emerges. Therefore, an interim plan has been implemented for April to September 2020 to transition from the pre-Covid-19 situation to a place to enable us to continue to deliver on the LDP priorities, albeit in a different format, during this uncertain time.
- A review of governance has been completed and a new more streamlined governance system has been agreed with strategic oversight now being provided by the Liveable Exeter Place Board. This was implemented in July. A Partnership Oversight Group has also been established to provide a 'check and challenge' to the Programme Management Team and Director. The inaugural meeting will take place on Monday 28th September.
- Through Wellbeing Exeter, social prescribing is expanding to include a specific referral programme targeted at Children, Young People and their Families with a focus on active lifestyle motivational conversations. New referral pathways are being developed to include schools. Community Connectors are building trust with young people and their families through a series of linked conversations and developing action plans to help improve wellbeing and engage in active opportunities in their neighbourhoods.
- In Cranbrook, a local programme of social prescribing is being established and a new Community Connector has been appointed to lead motivational conversations towards active lifestyles with patients referred by the local GP practice. A local Move More Cranbrook Community grants programme has been prepared for launch to support local resident groups that are establishing grass roots activity opportunities
- In Wonford, the Health & Wellbeing Hub community engagement programme is building considerable momentum as stakeholders continued to work together virtually through lockdown. The local Community Sounding Board has helped to engage over 300 residents to identify priorities of the facility mix for the hub. Architects Space & Place are working with the Community Sounding Board to draw up the first design options to be taken forward into a full business case.
- A successful submission has been made to Sport England for extension of core and evaluation funding up until 2025.
- Detailed delivery plans for 28 projects across the programme are being finalised with delivery notching up a level from October 2020.

- Working arrangements with delivery partners have been reviewed and a more structured approach to project management established. Three new Project Managers have been employed within the Exeter City Council Active & Healthy People team to accelerate delivery

Next Steps

- The Communications strategy and new branding “Live and Move” is progressing to a soft launch in September with a website and series of campaign actions being planned to support the next stage as we move into delivery. We have identified community storytellers and are producing a launch video. The emphasis in the early stages of the platform is on storytelling and community engagement. We have developed relationships with various local individuals and partners who are ready to support our digital growth strategy upon launch.
- The second wave of our Local Active Lives survey is about to start. The survey captures physical activity and wellbeing insights as part of the national evaluation framework along with a blend of local measures including how our Priority Areas have been impacted COVID. It’s a large scale study, with over 2,000 people due to take part. As this will be the first major face to face study in Exeter and Cranbrook since COVID our first step is to conduct a small-scale pilot with doorstep rather than in-home interviewing.

The delivery team will be implementing 28 projects within the programme including:

- Relaunching the Exeter Green Circle with a focus on engaging residents from priority areas to enjoy actively accessing a circular walking route around the city.
- Delivering a programme of Play Streets in priority areas enabling local residents to lead temporary closures of their streets to encourage family play and local neighbourhood connections
- Supporting 20 local physical activity groups and clubs in priority areas and developing an online community hub for local champions and activity providers to interact and share best practice
- Delivering 2 school street programmes to reduce peak time drop off traffic and help more children and families to walk and cycle to school every day.
- Undertaking community and school engagement in Newtown to develop ideas for a new ‘active environment’ including active street design and enhancements to the public realm
- The first designs of the new Wonford Health & Wellbeing hub are being shared to the local community for consultation, further engagement and working towards a preferred design
- In Cranbrook, we will launch the Move More Grants programme for local groups to access support to grow activity initiatives that are re-starting and emerging out of the pandemic. A Community Connector will be embedded within the GP practice and able to signpost to these local opportunities following referrals with families seeking support to lead a more active lifestyle.

Sport England Local Delivery Pilot: Wonford Development Plan

Background

- Following the initial consultation phase in 2019, the project is now in the Feasibility Stage. This stage commenced in February 2020 and is due to be completed this calendar year.
- Good progress was initially made in February and early March 2020, including meetings with the Wonford COGs and Sounding Board, to understand the ambitions, requirements, concerns, challenges and opportunities of the potential new facility in the neighbourhood / community.
- At the heart of the Feasibility Stage is a community-led design ethos. With the activities and needs of the community being paramount to specifying and designing the new facility. The outbreak of COVID 19 and subsequent lockdown measures materially affected the ability of the team to meaningfully engage with the community to fully understand their needs & requirements. This resulted in the project being largely ‘on hold’ throughout April, May & June

Progress

- In the past couple of months changes to the COVID 19 restrictions have enabled the project to recommence in earnest.
- A detailed community engagement plan has been developed which takes into account the current & anticipated COVID 19 measures.

- Community engagement activities were relaunched at the start of July. This involved digital (website, Facebook, Instagram), mail drop of flyers to households, and promotion of the engagement through the local primary & secondary schools.
- An online survey was undertaken, seeking community feedback on the key activities they want in the new facilities. Over 350 households responded to the survey, with some really good information / data to help shape the forthcoming 3 design options.
- Over 70 households provided comments / feedback through the local Primary Schools.
- A survey focused on the 'youth' and younger people is currently running.
- Discussions have progressed with the Wonford Green GPs surgery to confirm the spatial requirements and operational flows for their practice in the new facility, including future proofing for growth rates, etc.
- Initial discussions have taken place with the NHS CCG to understand funding opportunities & constraints

Next Steps

- 3 design options will be developed by the team. These options are not concerned with the look / aesthetics of the facility, they are focused on the activities and interaction / arrangement of activity spaces within the facility.
- A 'public event' will be held (online) on 9th & 10th October to obtain comments and feedback on the 3 design options
- Further discussions will take place with the Wonford Green GPs & ECC Estates to conclude the financial estates matters (land valuation, rental values, etc.).
- It is currently the intention to conclude the Feasibility Stage this calendar year, with indicative designs / sketches, financial modelling and a feasibility report.

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