

EAST DEVON DISTRICT COUNCIL
Minutes of a Meeting of the Cabinet
held in the Council Chamber, Knowle, Sidmouth
on Wednesday, 13 July 2011

Present:

Councillors:

Paul Diviani (Leader/Chairman)
Andrew Moulding (Vice Chairman)

Ray Bloxham
Iain Chubb
David Cox
Jill Elson
Graham Godbeer
Stephanie Jones
Ian Thomas
Chris Wale

Also Present:

Councillors:

Peter Burrows
Derek Button
Bob Buxton
David Chapman
Maddy Chapman
Trevor Cope
Alan Dent
Christine Drew
Vivien Duval Steer
Steve Gazzard
Steve Hall

Peter Halse
Tony Howard
Sheila Kerridge
Frances Newth
Helen Parr
Ken Potter
Philip Skinner
Pauline Stott
Peter Sullivan
Mark Williamson
Tom Wright

Also present:

Officers:

Mark Williams, Chief Executive
Denise Lyon, Deputy Chief Executive
Richard Cohen, Deputy Chief Executive
Simon Davey, Head of Finance
John Golding, Head of Housing
Kate Little, Head of Economy
Chris Powell, Corporate ICT Manager
Rachel Pocock, Corporate Legal & Democratic Services Manager
Fliss Morey, East of Exeter Projects Director
Diana Vernon, Democratic Services Manager

**Apologies
Non-Cabinet
Members:**

Councillors:

David Atkins
Roger Boote
Graham Brown
Stuart Hughes
Jim Knight

The meeting started at 6.30 pm and ended at 10.12 pm.

***23 Public Questions**

The Leader welcomed all present and invited questions from members of the public.

Councillor Richard Swann, Chairman of Newton Poppleford Parish Council raised the issue of Section 106 agreements. He said that the policy and associated processes were too restrictive and felt that the current scope should be extended beyond sport and recreation to include utility features and environmental enhancement. He would like to see the process streamlined with documentation in Plain English. He also questioned the range of exemptions which did not attract S.106 funding.

In response, the Portfolio Holder – Corporate Business advised that he was leading a review of Section 106 agreements and associated funding arrangements. He said that the points raised were well made and timely. Councillor Trevor Cope, Member Champion for Plain English advised that he would like to be involved in helping to re-write the Section 106 documentation.

Dolph Zubick made a statement on behalf of the Seaton Visitor Centre Trust. He said that it was now time to realise Seaton's regeneration plans. He recognised the Council's achievement in leading the area's regeneration and in co-ordinating the various interests. He advised that the Trust wanted to work with the Council to achieve the best objectives for the area. He referred to a number of fund raising activities being held locally.

***24 Declarations of interest**

Councillor/ Officer	Minute number	Type of interest	Nature of interest
Cllr Jill Elson	36	Personal	Governor of Exmouth College
Cllr Jim Knight	37	Personal	His son-in-law has undertaken contract work for Tesco's. (Although he gave his apologies, Councillor Knight had asked for a statement to be read out).
Cllr Stephanie Jones	37	Personal	Lives close to regeneration works in Seaton
Cllr Iain Chubb	37	Personal	Property owner in Seaton

***25 Minutes**

The minutes of the meeting of the Cabinet held on 15 June 2011 were confirmed and signed as a true record, subject to Councillor Derek Button being included in the list of apologies given.

***26 Exclusion of the Public**

RESOLVED: that the classification given to the documents to be submitted to the Cabinet, be confirmed, and that the reports relating to exempt information, be dealt with under Part B.

***27 Forward Plan**

The contents of the Forward Plan for the period 1 July to 31 October 2011 were noted.

***28 Matters referred to the Cabinet**

There were no matters referred to the Cabinet by the Overview and Scrutiny Committee or the Council.

***29 Minutes of the meetings of the Overview and Scrutiny Committees**

The Cabinet noted the minutes of the following meetings:

- Overview and Scrutiny Committee 9 June 2011
- Housing Review Board 28 April 2011
23 June 2011

Councillor Pauline Stott, Chairman of Housing Review Board took the opportunity to highlight issues being considered by the Board and referred particularly to the Council's own-build and new funding regime, steps being taken to reduce the impact of changes to Supporting People on residents of Sheltered Housing, budget adjustments to address the Housing Revenue Account shortfall and the introduction of closer budget monitoring.

In reply to a question, the Portfolio Holder – Sustainable Homes and Communities advised that the use of specialist consultants was essential to reduce the risks to the Council associated with the additional responsibilities linked to the implementation of the self-financing of Council housing. The consultants were undertaking financial modelling.

RESOLVED: (1) that the following decisions be noted:

- | | |
|---|---|
| Overview & Scrutiny Cttee Minute 3 | that the Chairman and Democratic Services discuss the availability time of the Cabinet agenda in relation to the Overview and Scrutiny meeting dates. |
| O & S Min 4 | that the Localism agenda, and the Sustainable Communities Act, be considered later in the year when more detail was available. |
| O & S Min 9 | (3) that future performance monitoring reports in respect of corporate priorities be shown as bar charts. |
| O & S Min 10 | (1) that the forward plan be updated to reflect agreed issues including; <ul style="list-style-type: none"> a) Flood Management Act b) National Health Service changes when clarified c) Presentation of new management structure as a priority item d) Reports back from the East and Mid Devon Crime and Disorder Scrutiny Panel e) Asset Management |

*29 **Minutes of the meetings of the Overview and Scrutiny Committees (cont)..**

- RESOLVED:**
- (1) **that the following decisions be noted (cont):**
 - (2) that a Task and Finish Forum be set up to review Leisure East Devon (LED) Service Level Agreement and EDDC contribution;
 - (3) that the LED TaFF Members be Vivien Duval-Steer, Geoff Chamberlain, David Chapman, Sheila Kerridge and Tim Wood;
 - (4) that the Portfolio Holder - Corporate Business present a report to the Overview and Scrutiny Committee in July;
 - (5) that the Joint Integration Committee work and costs be reviewed by the Overview and Scrutiny Committee in July.
- Housing Review Board
Mins 68 & 4**
- HRB Min 69**
- (1) that the approach to bidding for grant for future Council own build projects be supported,
 - (2) that the Head of Housing in liaison with the Chairman and Portfolio Holder – Communities determine whether joining a development consortium would provide a better chance of success in attracting grant for Council own build.
- HRB Min 76** that the Devon Home Choice policy review be noted.
- HRB Min 77** that the performance on repairs to Council homes as set out in the report be noted.
- HRB Mins 78 & 16** that the report on voids performance be noted.
- HRB Min 79** that the draft annual report of the Housing Review Board be agreed.
- HRB Min 2** that tenant representative Sue Saunders be appointed Vice Chairman of the Board for the ensuing year.
- HRB Min 3**
- (1) that the Sheltered Housing Task and Finish Forum include the following Housing Review Board members:
Councillors Douglas Hull, Jim Knight, Pauline Stott and Peter Sullivan
Christine Morrison and Sue Saunders
 - (2) that the car parking on Council housing areas Task and Finish Forum include the following Housing Review Board members:
Councillors Christine Drew, Douglas Hull, Jim Knight and Pauline Stott
Pat Rous

*29 **Minutes of the meetings of the Overview and Scrutiny Committees
(cont)..**

- RESOLVED:** (1) **that the following decisions be noted (cont):**
- (3) that a tour of Council housing areas in East Devon be arranged for members of the Housing Review Board,
 - (4) that Councillor Jim Knight continue to represent the Housing Review Board on the Tenant and Council Partnership Agreement Monitoring Group.
- HRB Min 5** that additional training/briefing required by Board members after the initial new member induction process be identified and determined by the Board.
- HRB Min 6** (1) that the actions set out in the report as part of the Council's preparation towards the self-financing of Council housing be agreed,
- (2) that self-financing for Council housing be a standard item on Housing Review Board agendas.
- HRB Min 8** that the Board confirm its commitment to Council own build where this was viable.
- HRB Min 13** (1) that the need for radical changes in the tenant involvement structure be recognised,
- (2) that the changes proposed in the report in respect of tenant involvement be supported,
- HRB Min 14** that the Board's support of a change to the current s.157 Housing Act restriction policy be noted.
- HRB Min 15** that the steps being taken to record and monitor both formal and informal complaints be noted.
- RESOLVED** (2) **that the following recommendations be approved:**
- HRB Min 70** (1) that consideration be given to forthcoming changes to the Older Persons Supporting People contracts which would impact on current service delivery for Council tenants;
- (2) that following the Council's expression of interest, consideration be given to entering the Devon County Council Framework Agreement with a view to operating the Council's support services for older people in the wider East Devon community;
 - (3) that consideration be given to the current financial system whereby the Housing Revenue Account was heavily subsidising support services and the risks associated with the options available for going forward;

- *29 **Minutes of the meetings of Overview and Scrutiny Committees (cont)..**
- RESOLVED** (2) **that the following recommendations be approved (cont):**
- (4) that the Sheltered Housing Task and Finish Forum be invited to assess the detailed implications of the changes set out in the report, options available, risks and consequences, and report back to the Housing Review Board.
- HRB Min 71** that the subsidy of the Supporting People service charges for existing tenants cease with effect from September 2011, subject to consideration being given to a right of appeal to individuals under special circumstances, with those in severe hardship being given the opportunity to consult with the Head of Housing and the Portfolio Holder – Communities.
- HRB Min 72** that funding be made available to Westcountry Housing Association to finance one caseworker working with East Devon District Council tenants.
- HRB Min 73** (1) that the revised list of repairs that will be the responsibility of tenants be agreed;
- (2) that a request be included in the Housing Standard inviting volunteers with particular maintenance skills to come forward so that a skills' lists could be compiled for Council housing estates.
- HRB Min 74** that a default single energy supplier be appointed if a potential company appeared favourable following a desk top comparison and possible trial period.
- HRB Min 12** (1) that further training on the recharging policy and procedure be given to all housing staff,
- (2) that a standard form be devised for use for all rechargeable items,
- (3) that administration support for the procedure be put into place to make one officer responsible for the recharge policy and procedure.
- RESOLVED** (3) **that the following recommendations be referred to Council for approval**
- O & S Min 9** (1) that a Task and Finish Forum (TaFF) be set up to scope and review how customer satisfaction is measured for the planning service, covering applicants, consultees (such as Town and Parish Councils) and individual supporters and objectors;
- (2) that the planning customer satisfaction TaFF Members be Peter Bowden, Graham Troman, Graham Brown, Steve Hall and Tim Wood,
- HRB Min 75** (1) that a Task and Finish Forum (TaFF) be established to review current policy and procedures for approving and prioritising car parking schemes on Council housing areas and to consider resident parking permit schemes and lockable bollard schemes.

*29 **Minutes of the meetings of the Overview and Scrutiny Committees (cont)..**

RESOLVED (3) that the following recommendations be referred to Council for approval (cont)..

(2) that the TaFF be asked to recommend to the Housing Review Board:

a) a process for approving, prioritising and funding car parking schemes in the future,

b) a policy on the provision of parking permit schemes and the provision of lockable bollard schemes.

HRB Min 7 that budget adjustments be made to the 2011/12 Housing Revenue Account to replenish the surplus.

HRB Min 9 that the current practice detailed in the report relating to the use of joint tenancies be approved.

HRB Min 10 that the Condensation in Council Property policy be adopted.

HRB Min 11 (1) that the text at paragraph 2.1 of the Use of Loft Space and Loft Conversions in the housing stock be agreed and adopted as policy,

(2) that the current practice in relation to loft conversions be agreed.

*30 **Recycling and Refuse Partnership Board Minutes**

Members received and noted the minutes of the meeting of the Recycling and Refuse Partnership Board held on 28 June 2011.

The service was undertaking further work to provide details of 'serious' contractor complaints for consideration by the Board. The Waste and Recycling Manager was to contact WRAP to enquire whether they would undertake a customer satisfaction survey for the Council on the new recycling and refuse service. The Manager was also investigating the increased tonnage figures in 2010/11 for street cleansing and would report back on this.

Councillor Cox, Portfolio Holder – Finance, advised that detailed discussion had taken place at the March meeting of the Board on various options to extend the service currently provided. The Waste and Recycling Manager then undertook investigations and provided supporting information which enabled the Board to further consider the options. The Board recommended that a four month trial of cardboard and mixed plastics be carried out in Beer. This would help determine the viability and associated costs, including vehicle options, of extending the recycling service currently provided.

Members noted the Board's support of the change to SITA's pay and conditions and that this would be referred to Unite in the first instance. Steps being taken by SITA in consultation with the Council meant that costs were being kept under control. However it was noted that any extension of the service provided across the district would have significant financial implications. Members also noted the increase in fly tipping in the district which reflected a national problem.

*30 **Recycling and Refuse Partnership Board Minutes (cont)..**

RESOLVED that recycling kerbside collections including mixed papers (cardboard) and mixed plastics be trialled in Beer for a 4 month period to establish viability and additional resource requirements for collecting the additional materials;

REASON The trial would help determine the viability and associated cost of extending the recycling service provided.

*31 **Introduction of the Community Infrastructure Levy to secure the delivery of infrastructure in association with planning permissions**

Members considered the report of the Head of Economy setting out the Government's Community Infrastructure Levy (CIL) which came into force in April 2010, allowing local authorities in England to raise funds from developers undertaking new building projects in their areas. Funds raised would be used to ensure the timely provision of infrastructure to support development.

The report set out the business case for the introduction of the Levy for East Devon and included timescales and costs as well as administration and governance arrangements. The Cabinet was asked to support progressing the initiative on behalf of the District in principle and to authorise work in partnership with Exeter City Council to align the CIL Charging Schedule for East Devon (where it applied within the New Growth Point area) with that of Exeter. Members welcomed the closer working opportunities with Exeter which would benefit the Growth Point initiatives. It was noted that the introduction of the CIL would become mandatory in 2014 and to achieve this, preparation work would have to commence in 2012.

The Head of Economy advised that the intention was for revenues generated through the Levy to be used to benefit the local community. However, the scheme required local authorities to mitigate the impact of developments on designated areas and also support infrastructure requirements within the wider community.

The Head of Economy also advised that there would need to be up-front funding to enable the Council to deliver infrastructures. She assured Councillors that they would be kept informed and that future reports would be presented to the Cabinet.

- RESOLVED**
- (1) that the introduction of a Community Infrastructure Levy (CIL) in association with the Core Strategy/Local Plan in East Devon District be agreed in principle in order to secure major and community infrastructure, once a charging schedule and procurement arrangements had been agreed;
 - (2) that the Council work with Exeter City Council to align the CIL charging structure for East Devon inside the New Growth Point with Exeter's charging schedule, together with the associated procurement and governance arrangements - to be considered at a later date.

*31 **Introduction of the Community Infrastructure Levy to secure the delivery of infrastructure in association with planning permissions (cont)..**

REASON To allow the commencement of work on this project for the District and to progress defined partnership working with Exeter City Council. The aim is to help facilitate the delivery of major infrastructure in a timely and co-ordinated way.

*32 **New Homes Bonus Scheme**

Members considered the report of the Head of Finance setting out the final details of the New Homes Bonus Scheme which identified East Devon's allocation for 2011/12 and the subsequent 5 years as £310,872 (giving a total payment over the 6 years of £1,865,299). The Government's intention was to create a financial incentive to encourage local authorities to facilitate housing growth.

The grant allocation had not been taken into account during the budget setting process due to uncertainty surrounding the amount and therefore Members were now asked to consider how to use the grant in 2011/12 and future years. Any decision needed to take into account the Government's intention to fund the scheme from year two onwards by cutting formula grant to local authorities.

It was noted that the Government was not prescriptive over the use of any monies received but expected local authorities to understand local priorities for investment for the benefit of the wider community.

It was suggested that a politically balanced panel of members be set up to work with EDDC's Engagement and Funding Officer to consider various options to progress the scheme and make recommendations to the Cabinet. Members made reference to the former Rural Aid Panel and felt that the new Panel might work in a similar way.

RESOLVED that, a politically balanced Member Panel of six be set up to assess the range of options for use of the New Homes Bonus Scheme and report back to the Cabinet with recommendations.

REASON The Panel to explore a range of options with the final decision on how to proceed being made at a future meeting of the Cabinet.

***33 Private Sector Housing – Loan First Scheme**

Members considered the report of the Environmental Health Manager – Private Sector Housing. Members were reminded that the Council had entered into a funding partnership with Wessex Home Loans which provided low cost loans for elderly and vulnerable home owners to help them to remain in their own homes and maintain their properties. Members were advised that Wessex Home Loans now needed to increase their interest rates slightly but that the proposed rates would remain below high street bank rates.

- RESOLVED**
- (1) that the changes to the Private Sector Housing loan scheme interest rates and administration fee for 2011/12 be approved,
 - (2) that, with our partners, Wessex Home Loans, the Council review the interest rates in 12 month' time.

REASON To enable the Loan First Scheme to continue for the benefit of home owners who would not be able to access funding from the 'high street' in order to maintain/improve their homes. However it was important to keep interest rates under review.

***34 Performance monitoring report until May 2011**

Denise Lyon presented the performance information for the 2011/12 financial year until May 2011. A review had been undertaken on the way that the information was presented to Cabinet.

The information indicated that all measures showed satisfactory performance. Measures in respect of the percentage of planning appeal decisions allowed against the authority's decision to refuse, the number of days taken to process Housing Benefit/Council Tax Benefit new claims and change events and the percentage of invoices paid within 30 days, showed exceptional achievements. The Cabinet welcomed the continued improvement to performance and thanked Denise for her clear presentation of collated information.

RESOLVED that the new monthly performance measures provided in the report be approved with the progress and proposed remedial action for performance measures for the 2011/12 financial year until May 2011 being noted.

REASON The Cabinet to continue to monitor the Council's progress in achieving targets set for relevant performance measures.

***35 Future of East Devon Local Strategic Partnership**

The Portfolio Holder – Sustainable Home and Communities and Chairman of the Partnership presented the report prepared by Richard Cohen, Deputy Chief Executive, setting out the background of the existing Local Strategic Partnership (LSP) arrangements and options for its future.

The Portfolio Holder confirmed the decline in the commitment of partners due to reduced resources and increased commitments. However the practical liaison and the ability to monitor, debate and share intelligence about the well-being of the district and its communities was still valued by partners. Currently EDDC provided the LSP's resource support, chair and lead input and was therefore fundamental to the Partnership's value and effectiveness.

Richard Cohen, Deputy Chief Executive added that it was important for partnership arrangements to be flexible and responsive to the Localism Agenda. The Officer Forum would help ensure that dialogue between partners was maintained.

- RESOLVED**
- (1) that the Council cease its commitment to the LSP in its current form following the LSP Annual Meeting in October 2011,
 - (2) that an annual cross sector event that 'health checks' the district be supported,
 - (3) that the Council continues to resource an Officer Forum to ensure that key agencies across sectors can raise issues of practical concern and seek multi-agency advice, experience and support,
 - (4) that the outcomes from the Localism Bill becoming law be awaited and their impact on local community and partnership activity.

REASON

The resolutions reflect the diminished return on time and resource investment in the LSP in East Devon and neighbouring districts, together with a reduction in the significance of the Sustainable Communities Plan. However the desire among partners to continue practical liaison was recognised. It was also deemed important be able to gather public and Third Sector partners on occasion to monitor, debate and share intelligence about the wellbeing of the district and its communities.

***36 Proposed Exeter and East Devon Growth Board**

Members considered the joint report of Richard Cohen, Deputy Chief Executive and the Economic Development Manager setting out the proposed single delivery governance structure to replace the current Exeter and Heart of Devon Economic Partnership and the Exeter and East Devon New Growth Point Steering Board. The proposed Exeter and East Devon Growth Board would encompass economic development, infrastructure planning, jobs growth and the delivery of housing and would therefore be in line with the current political and economic landscape.

***36 Proposed Exeter and East Devon Growth Board (cont)..**

It was suggested that the new structure would be more effective in responding to challenging resource issues and the need to take advantage of opportunities to promote economic recovery.

Concerns were raised about the proposed membership of the Board and Members would have liked to see the inclusion of more East Devon representatives and local employers. It was also suggested that schools and colleges should be represented alongside those representing the University of Exeter to promote the value of apprenticeships. In response, the East of Exeter Projects Director assured Members that the Board would be working with the Employment Skills Board to make sure that the right skills were supported. Members recognised the fundamental importance of Exeter University at the heart of the growth agenda.

The Leader advised that he would be attending the meetings of the Growth Board and would keep Members informed.

- RESOLVED**
- (1) that merging the functions of the Exeter and East Devon New Growth Point Steering Board and of the Exeter and Heart of Devon Economic Partnership through the creation of a single successor body to be known as the Exeter and Heart of Devon Growth Board, (as outlined in this report) be supported in principle;
 - (2) that the Council expresses its willingness to act as the accountable body in the practical delivery of programmes and measures undertaken by the Exeter and Heart of Devon Growth Board and to continue as the employer of dedicated Growth Board staff;
 - (3) that the contents of the report be subject of further detailed discussion between the public and private sector stakeholders with a more fully detailed proposal being made available for consideration by the Council in the autumn;
 - (4) that the option of closer alignment of the Exeter and Heart of Devon Growth Board with the emerging Heart of the South West Local Enterprise Partnership be kept under review.

REASON

To help facilitate the delivery of the Council's growth agenda and progress the opportunity to develop a more cost and delivery efficient arrangement for the Growth Point. The decision would position the Board more effectively in its own right and as a vehicle to promote development in closer alignment with the Local Enterprise Partnership in future if the Council came to see this as a positive move.

Agreement in principle of the overall proposition would allow officers to progress more detailed discussion with Growth Point partners and evaluate with a view to returning a more detailed series of recommendations in the autumn.

***37 Seaton Regeneration up-date (including provision of public toilets)**

The Chairman invited members of the public to address the Cabinet.

Barbara Dearden-Potter, Hugh Barlow, James Semple and Anita Cotterell (Seaton residents) and Emily McIvor (Chair, Seaton Development Trust) spoke individually about the local opposition to the proposed demolition of the Underfleet toilets as part of the regeneration of Seaton. Speakers advised that temporary replacement toilets would not serve electric wheelchair users. They said that the proposed toilets in the scheme at Tesco's and the Visitor Centre would not adequately meet the needs of locals and visitors. There was concern that coach operators would not return and that the loss of day-trippers would have a significant impact on local businesses.

The Chief Executive referred to the joint report of the Head of Economy, Principal Estates Surveyor and Property Services Manager and up-dated Members on the progress of the Council's Seaton Regeneration agenda. He advised that if the toilets were to be retained, the regeneration plans would have to be reviewed.

Seaton Ward Member Councillor Jim Knight who was absent from the meeting had asked fellow Ward Member Councillor Stephanie Jones, the Member Champion for Seaton, to read out his statement. Councillor Knight referred to the need for adequate toilet provision for the benefit of local people, visitors and local businesses.

Councillor Stephanie Jones raised concerns about the potential inadequacy of toilet provision in Tesco's and the Visitor Centre. She did not want to jeopardise the regeneration but could not ignore local opinion. Seaton Ward Member, Councillor Peter Burrows referred to the likely impact on businesses and local opposition to the proposed temporary solution. In response to the possibility of the Town Council taking on the running of the toilet block, Councillor Burrows, as current Mayor of Seaton, expressed the view that the Town Council would be more than willing to consider this possibility (as indeed had happened with other towns in the district).

The Head of Economy explained that Tesco's had been required to provide a link between its supermarket and the town centre as fundamental to the economic regeneration of the town. The siting of the existing toilets would not best serve the scheme due to the proposed relocation of the car park and the intention to use the space for a range of activities, including farmers' markets. Retention of the existing toilets would impact on the design quality of the scheme. Toilets would be provided in the supermarket and Visitor Centre but additional provision should be provided locally and there was an expectation that the Seaton Tramway should contribute to this.

Members asked for the possibility of retaining the existing toilets and maintaining access to them during the build period to be investigated.

The report also up-dated Members in respect of the Seaton Visitor Centre for which, despite set-backs, funding was in place, the planning application had been approved and was due to be fully open to the public in Spring 2013. Members were invited to authorise steps to commence the marketing of the opportunity to run the centre and seek expressions of interest.

Members were advised of a request from the contractor acting for Tesco for permission to move the outflow of the surface water drain for the store from that previously agreed.

***37 Seaton Regeneration up-date (including provision of public toilets) (cont)..**

- RESOLVED**
- (1) that delegated authority be given to the Chief Executive in consultation with the Portfolio Holder and Leader to ensure that the toilet block remains as a facility for the town and is also available for use during the construction period and also to deal with any resulting or related matters arising therefrom;
 - (2) that, subject to the above, the Principal Estates Surveyor be authorised to commence the marketing of the Visitor Centre with a view to seeking an operator for the Centre based on the operator requirements detailed in this report;
 - (3) that the Principal Estates Surveyor be authorised to put in place an easement and/or a management agreement to facilitate an appropriate surface water drainage arrangement subject to consultation with the Portfolio Holders for Economy and Environment and the provisos set out within this report.

REASON To progress the Council's regeneration of Seaton. The retention of the Underfleet toilet block was in response to local requests and assurances.

***38 Exclusion of the Public**

RESOLVED that under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, is likely to be disclosed and on balance the public interest is in discussing the items in private session (Part B).

***39 Exmouth Regeneration Programme Board – 2 June 2011**

Members noted the confidential report of the meeting of the Exmouth Regeneration Programme Board held on 2 June 2011 and considered the Board's recommendations.

Members discussed the problems associated with keeping the area clean and how to meet maintenance costs. The Chairman of the Licensing and Enforcement Committee advised that late night traders' licences were being examined by the Licensing Service. Charging for markets and traders' seating areas would be considered. Concern was also raised in respect of skateboarders using the area and damage and disrespect of the War Memorial.

It was acknowledged that the Programme Board was a useful forum where key issues were raised and ways of overcoming them considered.

*39 **Exmouth Regeneration Programme Board – 2 June 2011 (cont)..**

- RESOLVED**
- (1) that in respect of the Strand Enhancement area, the Council not to proceed with the revised planning application for the building element of the Strand Enhancement works at the current time pending the following:
 - a) the District Council/Exmouth Town Council to look into providing information about changes in footfall around the Strand;
 - b) future debate including the funding, sharing and contribution to the maintenance costs for the enhanced Strand area and resolution of pavement licences and street trading.
 - (2) that the Council proceed with a planning application for the proposed Jurassic Interpretation Scheme for Orcombe Point and the Geoneedle.

REASON To progress the Exmouth Regeneration Programme

*40 **Seaton Regeneration Programme Board – 23 June 2011**

Members noted the confidential report of the meeting of the Seaton Regeneration Programme Board held on 23 June 2011. The Board had agreed to explore improved communications with residents of Seaton. The Board also discussed and supported the proposed seafront enhancement scheme as part of the regeneration agenda.

41 **Revenues and Benefits IT Software**

Members considered the report of the Head of Finance in respect of a proposal to update its Revenues and Benefits IT software using the existing provider. The business case was set out in detail in the report.

RECOMMENDED that the Capita Module of the Business Rates System with a payback period of 4.9 years be purchased to facilitate the Council obtaining perpetuity licences in order to continue using the main Capita system at no additional cost.

REASON To achieve system efficiencies.

*42 **Priority Disposal Programme**

Members considered the joint report of the Principal Estates Surveyor and the Financial Services Manager on the proposed adoption of a Priority Disposal Programme for a limited number of assets to assist the funding deficit of the Capital Programme 2012/13. This work cut across issues currently being considered by the Asset Management Forum.

Members acknowledged the Officer resource issues and recognised the need to approve the appointment of a Development Surveyor to help facilitate the necessary work to secure maximum return.

*42 **Priority Disposal Programme (cont)..**

- RESOLVED**
- (1) that a Priority Disposal Programme be adopted, in conjunction with the Asset Management Forum property portfolio review;
 - (2) that a further report be prepared for Cabinet for consideration in November and quarterly thereafter, with recommendations to maximise capital receipts from the identified assets.

REASON To develop a Priority Disposal Programme and to ensure that the work harmonises with that of the Asset Management Forum, with Members being kept up-to-date on a quarterly basis.

*43 **Knowle Office Review**

Members considered the report of the Principal Estates Surveyor which provided an up-date on the viability of relocating the Council's main offices from the Knowle to its former depot site at Heathpark Industrial Estate, Honiton, and in part, to the Town Hall at Exmouth.

Included with the report, for information, was the report previously considered on 14 July 2010 and Kensington Taylor Architects' Office Relocation comparative Study which the Council had commissioned.

The Chief Executive assured Members that the project would be kept under continual review to ensure that costs were contained and best value achieved. Opportunities to maximise the benefits of new technology would continue to be explored and plans adapted accordingly. The importance of the provision being cost effective, fit for purpose and flexible was recognised as the main driver.

Members would be kept up-to-date on progress through reports to Cabinet.

- RESOLVED**
- (1) that the report prepared by Kensington Taylor Architects as part of the feasibility assessment be noted,
 - (2) that delegated authority be given to Richard Cohen, Deputy Chief Executive to implement an office relocation programme.

REASON To progress the Knowle Office Review in the light of the feasibility assessment which indicated that the proposed relocation was a financially viable option.

Chairman Date