

EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Executive Board held at Knowle, Sidmouth on Wednesday, 25 June 2008

Present: Councillors:
Sara Randall Johnson (Chairman)
Ray Franklin (Vice Chairman)

Geoff Chamberlain
David Cox
Jill Elson
Mike Green
Peter Halse
Stuart Hughes
Graham Liverton
Andrew Moulding

Also Present: Councillors:
Vivienne Ash
Iain Chubb
Paul Diviani
Christine Drew
Chris Gibbings
Roger Giles
Ann Liverton
Frances Newth
Helen Parr
Pauline Stott
Chris Tratt
Graham Troman

Also present Officers:
Mark Williams, Chief Executive
Karime Hassan, Corporate Director
Hannah Jarvis, Democratic Services
John Maidment, Policy and Conservation Manager
Diccon Pearse, Corporate Director
Charlie Plowden, Countryside Manager
Diana Vernon, Democratic Services

Apologies Councillor Steve Wragg (non-Executive Member)
Denise Lyon (Deputy Chief Executive)

The meeting started at 5.30 pm and ended at 6.25 pm.

***15 Minutes**

The minutes of the meeting of the Executive Board held on 4 June 2008 were confirmed and signed as a true record subject to the inclusion of Councillor Ken Potter in the list of Councillors also present.

***16 Exclusion of the Public**

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

***17 Forward Plan**

The contents of the Forward Plan for the period 1 July 2008 to 31 October 2008 were noted.

***18 Matters referred to the Executive Board**

There were no matters referred to the Executive Board by the Scrutiny or Corporate Overview Committees or the Council.

*19 **Minutes of the meetings of the East Devon Recycling and Refuse Partnership Board**

Councillor David Cox, Portfolio Holder - Streetscene and Chairman of the Partnership Board spoke positively about how the initiative was being rolled out. As a result of the significant publicity across the district and particularly in the Phase 1 area, SITA had reported that recycling rates had already been driven up.

The recent fuel shortages had been resolved before this had caused any disruption to service. However the current facilities did not allow sufficient fuel storage. Subject to planning consents, the new depot would have the capacity to hold enough fuel in tanks to last for several weeks. The proposed site would be considered by the County Council's Development Control Committee on 16 July. Members acknowledged the importance of contingency planning to deal with possible problems such as fuel shortages and flooding.

The change of collection date in Exmouth had generated a number of complaints. The information leaflets had been delivered through the Royal Mail but it transpired that a number of householders had assumed it was junk mail and discarded it unread. Future communications would be enveloped as a means of addressing this problem.

The Portfolio Holder – Resources advised that the public information meetings had been very helpful and acknowledged the effective work being carried out by Paul Deakin, Mark Reilly and the Streetscene team. The Leader welcomed the level of public interest in the recycling initiative and the positive feedback from the roadshows.

RESOLVED that the following decisions of the Recycling and Refuse Partnership Board be noted:

1. that the Interim Recycling and Refuse Manager visit South Somerset Partnership with Cllr Roger Giles and David Key being invited to attend the visit on behalf of the Scrutiny and Overview Committees. (the visit was made on 11 June 2008).
2. that both Cllrs Roger Giles and David Key be invited to attend the Ward Members' briefing day on 27 May 2008, at Knowle, with all Members and Parish Councils in the Phase One area being contacted to stress the importance of the launch event.
3. that SITA place an order now for 5-6,000 green recycling boxes.
4. that the Interim Recycling and Refuse Manager submit a further report to the Board on Micro Recycling sites (an option for flats) by the end of July 2008.
5. that the Chairman arrange a meeting with the Head of ICT to discuss options for mobile working by the Waste Management Officers.
6. that SITA be requested to provide a record of bins delivered and with the paperwork to include details of the recipients' addresses and signed by the SITA crew member responsible for the delivery.

*20 **University of Exeter Science Park Supplementary Planning Document (SPD)**

Members considered the report of the Policy and Conservation Manager on Supplementary Planning Document (SPD) in respect of the University of Exeter Science Park. The project was now gathering pace; funding was now in place, the site acquired and master planners appointed. The SPD had been amended following public consultation. The summary of consultation comments and the proposed responses together with the up-dated SDP incorporating these changes had been circulated to Board Members prior to the meeting. It was noted that 28 organisations and individuals had submitted comments on the draft SPD, most of which were constructive and helpful.

A key issue raised was in respect of whether or not to close Blackhorse Lane as an access route. The SPD recognized the need to address this issue and stated that it may be preferable for some of the lane to cease to be used as a through route for private vehicles in due course and set out the procedure that would be followed if such closure was proposed.

The SPD also addressed access issues and comments from Devon County Council and the Highways Agency to ensure that the site was not occupied until after improvements had been made to Junction 29 or the Clyst Honiton By-Pass was open. These comments were made before the current economic climate had affected the rate of house-building nationally. The new position could be that the Science Park was developed before the new community, in which case the access stipulation in respect of Junction 29 would need to be revisited. This would require some rewording of the references to access in the SPD following discussions with the Highways Agency and Devon County Council.

The Leader stressed the importance of positively promoting non-fossil fuel based transport (public and private) within the SPD. She acknowledged the important access link between Cranbrook and Exeter and that where possible steps should be taken to reduce pollution. The Portfolio Holder – Streetscene supported this stance and suggested that re-charging points for electrically powered vehicles should be provided if feasible.

Members recognized the need to promote the use of public transport. It was essential for bus services to be provided on a frequent and regular basis (every 8 minutes was suggested as an aspirational target) to encourage the use of, and confidence in, public transport.

Members also acknowledged the importance of ensuring that pedestrian and cycle route were kept separate from road traffic for safety reasons. Consideration also needed to be given to signage as it was recognized that a proliferation of signs can cause problems. Karime Hassan, Corporate Director, advised that these points had already been incorporated into the planning of the new community and confirmed that they would also inform the design of the Science Park.

The SDP would form part of the East Devon Local Development Framework

- RESOLVED**
- (1) that delegated authority be given to the Corporate Director (Karime Hassan) in consultation with the Leader of the Council to amend the references in the University of Exeter Science Park Supplementary Planning Document to access to the site, following discussions with the Highways Agency and Devon County Council,
 - (2) that the amended University of Exeter Science Park Supplementary Document then be adopted to form part of the Council's Local Development Framework.

*21 **Report of the Blackdown Hills and East Devon AONBs – Draft Management Plans**

Members considered the report of the Countryside Manager on the up-dated Management Plans for the Blackdown Hills and East Devon Areas of Outstanding Natural Beauty which the respective Management Groups had been authorized to produce. The existing plans for the AONBs had been in operation for five years and were now due for review and up-date to make sure they were still relevant. The intention was for the Plans to be comprehensive and informative living documents dealing with current and future issues. Members were invited to approve the draft Management Plans prior to wider consultation between July and September. The plans for the consultation were similar to the 2003 exercise. The main addition to the review process from five years ago was the requirement to carry out a Strategic Environment Assessment for the Plans. Following the consultation process, the documents would be up-dated and referred back to the Executive Board for approval.

The report detailed the main areas of modification within the structure with it being proposed that any further changes, yet finalized, to be delegated to the Officers from the funding bodies and/or the Chairmen of the AONB partnerships.

Members noted the timetable for the review of the Management Plans, detailed in the report.

The Portfolio Holder – Environment recognized the need for the review and said that it was a good example of agencies working together. The Portfolio Holder – Strategic Planning and Regeneration congratulated the work of the Management Groups and AONB teams and emphasized the need to promote green tourism. The Board recognized the importance of developing cycle routes and the publicizing the convenience of rail links to the areas.

The Chairman of the Council stressed the need to encourage and help of people living and working in the AONBs to look after the countryside. The Plans were important as they not only dealt with the environment but also included community and economic issues and showed how these elements were interrelated. The plans also helped to link local needs and ambitions with the national picture whilst ensuring that the individual identities of each of the designated areas was protected. The Action Plans would be particularly helpful in showing the intentions for the future and how these would be achieved.

- RESOLVED** (1) that the Blackdown Hills and East Devon AONBs draft Management Plans be approved.
- (2) that changes to fill any gaps in detail in the draft Plans be made prior to the commencement of public consultation, with delegated authority being given to Officers and/or Chairman of the AONB Partnerships to make these changes on behalf of the District Council.

(Councillor Paul Diviani declared a personal interest in this item as Chairman of the Blackdown Hills Joint Advisory Committee).

*22 **Report of the Tender for a preferred supplier re recruitment consultancies**

Members considered the report of the Senior Human Resources Officer seeking to initiate a tender process for the supply of temporary, permanent and fixed term staff under a framework agreement. In 2005 the Council informally established a preferred supplier framework for engaging staff through recruitment agencies and as a result had made significant savings. Due to the total cost of recruitment now being incurred by the Council, it was proposed that a formal tender process should take place to comply with legal and financial obligations.

RESOLVED that the appointment of a project board be progressed in order to complete a tender process to procure Recruitment Agencies for the supply of temporary, permanent and fixed term staff.

*23 **Report of a request for exemption to standing orders**

Members considered the report of the Area of Outstanding Natural Beauty (AONB) Manager seeking an exemption to standing orders to enable the East Devon AONB Partnership to undertake a pioneering 3D laser mapping exercise of Beer Quarry Caves. Exeter University had offered to undertake the survey using University students and research staff. The Board was asked to approve exemption to standing orders to take advantage of Exeter University's offer which was very cost effective and would ensure that the work was undertaken with the necessary degree of care and specialism.

RESOLVED that the exemption to standing orders be agreed to enable the East Devon AONB Partnership to accept a quote from Exeter University to carry out a 3D laser mapping exercise of Beer Quarry Caves for £6,500 without going out to formal tender due to the specialist nature of the work involved.

(Councillor Mike Green declared a personal and prejudicial interest in this item as a shareholder in the Beer Caves and left the Chamber during the discussion).

*24 **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).

*25 **Report of the Cranbrook S106 Agreement – Land Transfer Arrangements**

The Board considered the report of the Head of Planning and Countryside Services introduced by Karime Hassan, Corporate Director, in respect of the new community facilities to be delivered through the Cranbrook Section 106 Agreement. These facilities would be transferred to either this Council or the County Council and in most cases agreement had been reached. However Members were advised that no agreement had yet been reached in respect of the Outstanding Facilities, namely:

- Community Care Campus
- Multi-purpose Building
- Town Council Offices and Library
- Youth Centre Lane (together with 'the Outstanding Facilities')

Members were asked to consider a number of options for ownership and occupation of these facilities to avoid delay in completing the Section 106 Agreement. Members acknowledged the importance of safeguarding the delivery of the community facilities for which land had been earmarked.

*25 **Report of the Cranbrook S106 Agreement – Land Transfer Arrangements (cont)..**

- RESOLVED**
- (1) Community Care Campus – that the freehold interest in the land be transferred to East Devon District Council with an agreement in principle to lease the relevant parts to the appropriate body.
 - (2) Multi Purpose Building
 - (i) that the freehold interest of the land and building be transferred to EDDC.
 - (ii) that during the occupation of the building as a school by Devon County Council, the terms of occupation be as set out in paragraph 3.2 of the report.
 - (3) Town Council Offices & Library – that the freehold interest in the land and building be transferred to EDDC (for forward subsequent transfer to the successor town council) with a lease arrangement with DCC for the library portion of the building, but at a commercial rate and not a peppercorn rate.
 - (4) Youth Centre land – that the freehold interest of the land to be transferred to EDDC with an agreement to enter a lease arrangement when DCC is in a position to procure a Youth Centre Building.

(Councillor Roger Giles declared a prejudicial interest in this item, and left the meeting, as he had previously expressed opposition to the principle of a new community).

Chairman Date.....