

# **EAST DEVON DISTRICT COUNCIL**

## **Minutes of a Joint Meeting of the Scrutiny and Corporate Overview Committees held at Knowle, Sidmouth on 24 January 2008**

### **Present:**

#### Councillors:

D R Key (Chairman)  
A R Giles (Vice-Chairman)

R Bloxham	D Chapman
R W Boote	Ms V Duval Steer
P N Bowden	D R H Hull
G Brown	J A Knight
G P Chamberlain	S C Luxton
C Gibbings	Mrs F I Newth
Mrs P A Graham	K D Nicholas
B O Ingham	B Nicholson
R C Peachey	Mrs M A Rogers
Mrs P A Stott	G M Troman
T J R Wood	Mrs E E Wragg

#### Officers:

Simon Davey – Head of Finance  
John Collins – Head of Environment and Equalities  
James Corrigan – Projects and Information Manager (ICT)  
John Golding – Head of Housing  
Karime Hassan – Corporate Director  
Peter Jeffs – Corporate Director  
Karen Jenkins – Head of Organisational Development  
Rachel Pocock – Head of Legal, Licensing and Democratic Services  
Mark Reilly – Head of Streetscene  
Debbie Meakin – Democratic Services Officer  
Mark Williams – Chief Executive

### **Also Present:**

#### Councillors:

Miss V Ash	Mrs A Liverton
D J Cox	Mrs H Parr
P Diviani	Miss S Randall-Johnson
Miss J M Elson	A W J Reed
S Hall	A T Moulding
S Hughes	C Tratt
Mrs S Jones	M Williamson

### **Apologies:**

#### Councillors:

Mrs C E Drew	P J Skinner
M Florey	Mrs B Taylor
G S Godbeer	S C Wragg
J P Halse	
H J Jeffery	

The meeting started at 6.30pm and ended at 7.22pm

\*4 **Election of Chairman**

Councillor D R Key was proposed and seconded as Chairman of the meeting.

**RESOLVED** that Councillor D R Key be elected Chairman of the meeting.

\*5 **Appointment of Vice Chairman**

Councillor A R Giles was proposed and seconded as Vice Chairman of the meeting.

**RESOLVED** that Councillor A R Giles be appointed Vice Chairman of the meeting.

\*6 **Minutes**

The minutes of the joint meeting of the Scrutiny and Corporate Overview Committees held on 12 September 2007, were confirmed and signed as a true record.

\*7 **Draft Service Plans 2008/11 and Revenue and Capital Estimates 2008/09**

The Chief Executive briefed Members on the budget and service planning process, which had led to the Joint Scrutiny and Corporate Overview Committee TaFF workshop on the 10 January 2007. The TaFF had received presentations from each relevant Service Head on the draft Service Plans and associated budgets. A detailed examination of each Service Plan and budget implications was carried out and recommendations made for the joint Scrutiny and Corporate Overview Committees to consider.

Special items were considered item by item; followed by the recommendations as set out in the minutes from the Joint TaFF held on the 10 January 2008.

**RECOMMENDED** that the special bid items listed below be adopted as follows:

- 1) Local Government Association Subscription at £15,950
- 2) New Electoral Registration software at £18,000, saving £6,000 annually
- 3) Annual contribution to the Exeter Nightstop service at £5,000, ongoing £5,000 annually
- 4) Increase Youth Worker post to a Full Time post at £5,000, ongoing £5,000 annually
- 5) One and half additional Grade 5 officers required to support the work of the Housing Needs team at £33,000, ongoing £33,000 annually
- 6) Contribution to Seaton Town Council for a town 'maintenance man' at £6,000

\*7

**Draft Service Plans 2008/11 and Revenue and Capital Estimates 2008/09  
(continued)**

**RECOMMENDED** that the special bid items listed below be adopted as follows  
(continued):

- 7) Memorial stabilization in cemeteries at £7,000
- 8) Safety works to Council-owned trees at £30,000, ongoing £30,000 annually
- 9) Funding for specialist Strategic Estates Advice at £20,000 from LABGI funding
- 10) Provision for initial work into the green agenda/carbon footprint analysis/climate change at £20,000 from LABGI funding
- 11) Wetlands Project - £10k agreed in 07/08, further £10k required in 08/09. Now that acquisition of 2 parcels of land agreed various technical assessments need to be carried out. Match-funded by Environment Agency for Wetlands Project Co-ordinator at £10,000 from LABGI funding
- 12) Exmouth/Seaton Gateway Towns contribution (contributions of £15k made in 06/07 & 07/08). This is a match-funding contribution which is necessary in order to draw down further RDA contributions, at £15,000 from LABGI funding
- 13) Customer Satisfaction software at £6,000, ongoing at £7,000 annually
- 14) Continue funding of two process mapping analysts to ensure customer focused processes get built into the Lagan system and the web at £60,000 in one year rather than £30,000 spread over two years.
- 15) Council-wide change programme requiring Vanguard Transformation Consultancy at £60,000, second year at £20,223
- 16) Chartermark Assessment Fees at £2,205
- 17) Contribution to Local Democracy Week at £2,000
- 18) Corporate Training : Leadership Conference, Annual Strategy at £5,000
- 19) Corporate Training : IIP Investors in People at £4,000
- 20) Policy: Best Councils survey and analysis at £7,500
- 21) Local Government Act - Single Statutory Survey Biannual 2008/09 at £12,000
- 22) New item since Executive Board 0.5 full time equivalent for Internal Audit at £19,270

\*7

**Draft Service Plans 2008/11 and Revenue and Capital Estimates 2008/09  
(continued)**

**RECOMMENDED** That the special bid items listed below be rejected by the Executive Board as follows:

- 1) Free access to Leisure Services for children in care at £8,500
- 2) Freephone lines for EDDC customers at £10,000
- 3) 'Flu injections at £14 for 493 staff to reduce sickness levels at £6,900, ongoing £6,900 annually

The recommendations of the Joint TaFF held on the 10 January 2008 were considered by Members in turn.

**RECOMMENDED** that the following service plans are adopted, bearing in mind the recommendations made on the Special Item Bids:

- 1) Housing and Social Inclusion
- 2) Environmental Health and Health Equalities
- 3) Planning, Building Control and Countryside
- 4) Streetscene
- 5) Development and Economy
- 6) Customer Service Centre
- 7) ICT
- 8) Legal, Licensing and Democratic Services
- 9) Organisational Development
- 10) Finance

Chairman .....

Date.....