

Date: 1 July 2013  
Contact name: Debbie Meakin  
Contact number: 01395 517542  
E-mail: [dmeakin@eastdevon.gov.uk](mailto:dmeakin@eastdevon.gov.uk)



East Devon District Council  
Knowle  
Sidmouth  
Devon  
EX10 8HL  
DX 48705 Sidmouth  
Tel: 01395 516551  
Fax: 01395 517507

[www.eastdevon.gov.uk](http://www.eastdevon.gov.uk)

To:

Members of the Overview and Scrutiny Committee  
(Councillors Tim Wood (Chairman); Graham Troman (Vice Chairman);  
Mike Allen; Peter Bowden; Derek Button; David Chapman;  
Maddy Chapman; Deborah Custance Baker; Vivien Duval Steer;  
Roger Giles; Peter Halse; John Humphreys; Sheila Kerridge;  
David Key; Frances Newth; John O'Leary; Brenda Taylor; Chris Wale;  
Eileen Wragg; Steve Wragg; Claire Wright)  
Portfolio Holders  
Chief Executive; Deputy Chief Executives

## **Overview and Scrutiny Committee**

**Thursday 11 July 2013 at 6.30pm**

**Council Chamber, Knowle, Sidmouth**

Members of the Council who do not sit on this Committee are welcome to attend as observers. Members of the public are welcome to attend this meeting.

- There is a period of 15 minutes at the beginning of the meeting to allow members of the public to ask questions.
- The Chairman has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time. The Chairman is entitled to interrupt the speaker to ask for their question to be put.
- In addition, the public may speak on items listed on the agenda. After a report has been introduced, the Chairman (Leader of the Council) will ask if any member of the public wishes to speak and/or ask questions.
- All individual contributions will be limited to a maximum period of 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.

Should anyone have any special needs or require any reasonable adjustments to assist them in making individual contributions, please contact Debbie Meakin (contact details at top of page). A hearing loop system will be in operation in the Council Chamber. Councillors and members of the public are reminded to switch mobile phones to silent during the meeting.

## **AGENDA**

**Page/s**

1. **Public question time** – standard agenda item (15 minutes)  
Members of the public are invited to put questions to the Committee through the Chairman. Councillors also have the opportunity to ask questions of the Leader and/or Portfolio Holders during this time slot whilst giving priority at this part of the agenda to members of the public
2. To confirm the minutes of the meeting of the Overview and Scrutiny Committee held on 6 June 2013. 4 - 9

3. To receive any apologies for absence.
4. To receive any declarations of interest relating to items on the agenda.
5. To consider any items which, in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.  
(Note: Councillors please notify the Chief Executive in advance of the meeting if you wish to raise a matter under this item, who will then consult the Chairman).
6. To agree any items to be dealt with after the public (including the press) have been excluded. There are **no** items that the officers recommend should be dealt with in this way.
7. Decisions made by the Cabinet called in by Members for scrutiny in accordance with the Overview Procedure Rules under Part 4.5 of the Constitution. There are **no** items identified.
8. **Cabinet Agenda** Please refer to Cabinet agenda  
**Members are asked to notify in advance the Chairman or the Democratic Services Officer any Cabinet items they wish to debate.**  
Members to debate any issues of concern on the current Cabinet agenda in order for the Chairman to feed this back to the Cabinet at its meeting on the 17 July 2013. The website link to the Cabinet agenda will be e-mailed to Members on 01 July 2013.
9. **Portfolio Holder Update – Finance** Verbal report  
Councillor David Cox, Portfolio Holder for Finance, will give the Committee an update on work under his portfolio.
10. **Community Infrastructure Levy Task and Finish Forum report** 10 – 21  
Councillor Graham Troman, as Chairman of the Forum, will present the final report of the Forum.
11. **Scoping the work required for National Park Proposal** 22 - 31  
The Committee are asked to consider how they would like to research and assess the proposal put by the Dorset and East Devon National Park Group. The purpose of this item is to agree a scope and identify the research required, with a view to debating the impact of National Parks in full in November.  
The original Cabinet report on the proposal is included in the agenda papers.
12. **Forward Plan** 32 - 33  
Members are asked to note the forward plan.  
A short briefing on the recording of meetings will be included in this item in preparation for recording of Overview and Scrutiny meetings from the 25 July 2013.

## Decision making and equality duties

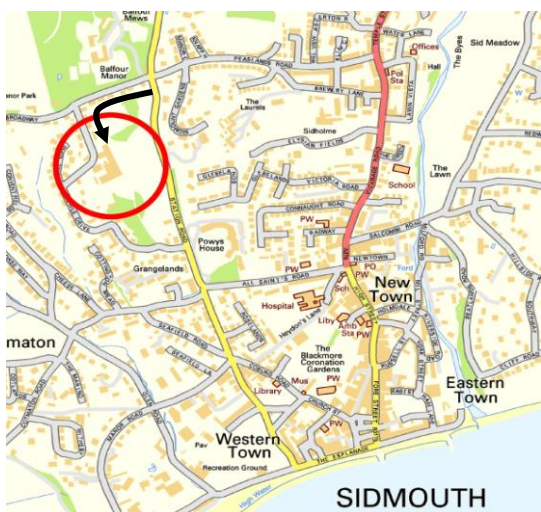
The Council will give due regard under the Equality Act 2010 to the equality impact of its decisions.

- An appropriate level of analysis of equality issues, assessment of equalities impact and any mitigation and/or monitoring of impact will be addressed in committee reports.
- Consultation on major policy changes will take place in line with any legal requirements and with what is appropriate and fair for the decisions being taken.
- Where there is a High or Medium equalities impact, Members will be expected to give reasons for decisions which demonstrate they have addressed equality issues.

## Members and co-opted members remember!

- You must declare the nature of any disclosable pecuniary interests. [Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners]. You must also disclose any personal interest.
- You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.  
Make sure you say what your interest is as this has to be included in the minutes. [For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer'.]
- If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Council's Monitoring Officer or Standards Committee.

## Getting to the Meeting – for the benefit of visitors



© Crown Copyright. All Rights Reserved. 100023746.2010

The entrance to the Council Offices is located on Station Road, Sidmouth. **Parking** is limited during normal working hours but normally easily available for evening meetings.

The following **bus service** stops outside the Council Offices on Station Road: **From Exmouth, Budleigh, Otterton and Newton Poppleford – 157**

The following buses all terminate at the Triangle in Sidmouth. From the Triangle, walk up Station Road until you reach the Council Offices (approximately ½ mile).

**From Exeter – 52A, 52B; From Honiton – 52B**

**From Seaton – 52A; From Ottery St Mary – 379, 387**

Please check your local timetable for times.

The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

**For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546**

**EAST DEVON DISTRICT COUNCIL**  
**Minutes of a Meeting of the**  
**Overview and Scrutiny Committee held**  
**at Knowle, Sidmouth on 6 June 2013**

**Present:** Tim Wood (Chairman)  
Graham Troman (Vice Chairman)

Mike Allen	John O'Leary
Peter Bowden	Brenda Taylor
Derek Button	Chris Wale
David Chapman	Eileen Wragg
Maddy Chapman	Steve Wragg
Roger Giles	Claire Wright
Sheila Kerridge	

**Officers:**

Ed Freeman, Development Manager  
John Golding, Head of Housing  
Hannah Whitfield, Democratic Services Officer

**Also Present**

**Councillors:**

David Atkins	Stephanie Jones
Ray Bloxham	Andrew Moulding
Iain Chubb	Peter Sullivan
Christine Drew	Ian Thomas
Jill Elson	Phil Twiss
Graham Godbeer	Chris Wale
Tony Howard	Tom Wright

**Apologies:**

**Committee Members:**

Deborah Custance Baker  
Vivien Duval Steer  
Peter Halse  
John Humphreys  
David Key  
Frances Newth

The meeting started at 6:30pm and ended 8:23 pm.

**\*1 Public Question Time**

The Chairman welcomed Councillors to the meeting. There were no public questions.

**\*2 Minutes**

The minutes of the meeting of the Overview and Scrutiny Committee held on 28 March 2013 were confirmed and signed as a true record.

A member of the Committee raised the need for a mechanism for Cabinet's considerations of/decisions on Overview and Scrutiny recommendations to be reported back to the Committee. The Chairman advised that the Committee had the option to put an item back on its agenda for further discussion.

Reference was made to an omission in the minutes of a statement made by a member of the Committee at the last meeting. Following discussion, the Chairman advised that minutes were a summary of the meeting. A member of the Committee commented that implementation of audio recording at Council meetings would provide a detailed record of debate.

**\*3 Declarations of Interest**

There were none.

**\*4 Cabinet meeting – 12 June – request to debate National Park proposal**

Members had been sent the link to the Cabinet agenda of 12 June 2013. This included the report of the Policy Manager setting out a proposal from a campaign group, the Dorset and East Devon National Park Group. The campaign group proposed a Dorset and East Devon National Park, the boundaries of which would largely coincide with those of the East Devon and Dorset Areas of Outstanding Natural Beauty.

Committee Member and Tourism Champion, Cllr Shelia Kerridge asked for this proposal to be debated in full at a future meeting of the Committee. The report's recommendations were not supportive of the proposal for a number of reasons and Councillor Kerridge felt that the benefits to tourism and the local economy should be fully considered.

The Chairman agreed to raise this suggestion at the meeting of Cabinet; a full debate would enable the possible benefits to be discussed as well as the concerns set out in the report. A member of the Committee raised the need to consult with Parish and Town Council's that would be affected by the designation.

**RESOLVED** that the Cabinet be asked to delay responding to the proposal for a new National Park (for Dorset and East Devon AONB areas) and allow the Overview and Scrutiny Committee to consider all aspects of the proposal in detail, with the Committee's recommendations being then referred back to Cabinet.

**\*5 Portfolio Holder up-date – Sustainable Homes and Communities**

Councillor Jill Elson was invited to update the Committee on her Portfolio. The Committee received a detailed presentation, which covered the following:

- How the Housing Service fitted in with the Council's corporate theme – living in an outstanding place;
- The Service's purpose, which was to ensure a decent home for all, that was affordable, adequate in size and in the right place;
- The Service's four key areas of work - homeless prevention, managing Council homes, regulating and improving housing in all sectors, and providing more affordable housing;
- Current housing stock - the Council currently had 4,300 council homes; 750 garages; 150 leasehold properties and 14 community centres;
- Housing finance - the past year had been transformational for the Service, with the Council taking on £84.5 million of debt in return for being granted

new freedoms and flexibilities to run its housing landlord services in accordance with local priorities. This level of debt required careful budget management;

- Key achievements of 2013/14, which included rent collection rates of 99.7%;
- Delivery of affordable homes – this remained a priority. The target of 100 new affordable homes last year had been exceeded with 112 built;
- Repairs and improving homes - the aim was to get repairs 'right first time, fix and stay fixed'. This was achieved in about 85% of cases and was therefore an area requiring some attention. There had been increased spend on programmes for modernising and improvement works;
- Estate management – dealing with management of our housing estates and antisocial behaviour through enforcement and engagement;
- Supporting positive and sustainable communities through community development;
- An overview of support services offered to older and disabled residents to enable them to remain living in their homes;
- How the Service involved tenants to ensure they had a voice and were involved in decision making about the services provided;
- A third Annual Report to tenants – this was an informative document that set out the Service's performance in a number of key housing management areas. The report had received positive feedback from tenants;
- Tenant satisfaction surveys – tenants' satisfaction with the overall Service continued to rise;
- Housing in the private sector – this work was around protecting health and safety and ensuring housing conditions meet minimum standards;
- The Homes and Communities Plan 2012 - 2016, which set out ten key aims and plans for housing across the district.

The Chairman thanked the Portfolio Holder for her informative and encouraging update and invited questions observations from the Committee and other Members present. Answers to points raised included:

- There were cases of families wanting to move to bigger houses due to overcrowding, however there were insufficient houses available. There was a need for more affordable bungalows to be built to enable elderly people to downsize - this would be a key issue for the Housing Service going forward.
- Other areas requiring focus going forward were public healthcare and community development, such as how to manage finances and property and basic cookery lessons.
- The value of the repairs and improvements contracts was regularly monitored. Increased spend on repairs and improvements was down to the flexibility of the Housing Revenue Account. Doors and kitchens were currently being upgraded.
- The Estate Management Team was proactive in dealing with nuisance, noise and antisocial behaviour issues.
- All tenants were taken through a tenancy agreement before moving into a property. The approximate annual cost to the Council from damage to Council properties was £50k, however the Housing Review Board had adopted an effective recharges policy which covered deliberate damage.
- Health and wellbeing was being promoted through encouraging people to support themselves.
- There were currently 38 private sector landlords who allowed the Council use their properties on a temporary basis – all properties were returned to their original state.

- The Housing Service was involved in the planning process and negotiations with developers about affordable housing provision. In the current economic climate, viability was a key factor raised by developers and it was therefore important that an overage clause was included in S106 agreements.
- There were a series of checks undertaken on new tenants, including proof of identification. All tenants were photographed and audits were undertaken to ensure that the person allocated to a property was the person living there.
- Regular meetings were held with Housing Associations and trustees were asked to inform the Council before selling off any of their properties – this allowed the Council to be well prepared.

The Housing Service was commended for its huge achievements. The hard work of the Officers and Councillors involved was reflected in the satisfaction survey results.

**RESOLVED** that the work of the Portfolio Holder – Sustainable Homes and Communities, as presented at the meeting, be noted with the powerpoint slides used as part of the presentation being circulated to all Members.

#### \*6 **Planning Enforcement Resource and Workload up-date**

At its meeting on 27 September 2012, the Committee had requested a further update report on the planning enforcement service. The Improving Ward Member interaction with Planning TaFF had highlighted concerns regarding delays in dealing with enforcement cases. Staff shortages within the service had been identified as had the lack of pro-active monitoring of developments.

The Development Manager advised the Committee that the service was now operating with 3 full time Enforcement Officers who were doing an excellent job in investigating new alleged breaches of planning control as well as clearing the remaining backlog of cases. The team was working well with the respective planning teams. Workload cases were steady at around 200 and were generally resolved in 60 days (with exceptions) - which was acceptable. The service had benefited from a more proactive approach and effective monitoring. Recent feedback showed that customers were pleased with this approach. The team was looking at working more closely with Building Control. The service would continue to work with and engage Ward Members in the enforcement service.

The Chairman invited comments from the Committee on the report. Responses to points raised during discussion included:

- There were 20 – 30 long running cases (more than 6 months), however these were now being proactively managed.
- A benefit of each area team having a dedicated Enforcement Officer meant that they were able to offer feedback to the Planning Officers, for example on improvements to condition wording. Good communication existed between the planning teams and the planning policy team.
- There had been a slight increase in the number of enforcement cases received, however this was felt likely to be down to the current economic climate and people trying to take short cuts rather than obtain the correct planning permissions.
- Where appropriate, overage would be included in future Section 106 agreements. This would ensure that if the economic climate improved by the

time a development was complete, contributions towards affordable housing for example could be recovered.

- The appointment of a Principal (planning) Solicitor meant that any enforcement cases that needed to be dealt with through court could be progressed.
- There was no mechanism for recovering costs resulting from pursuing enforcement cases.
- Under legislation anyone found to have breached planning laws through failing to obtain the correct planning permission had to be given the option to make a retrospective application before enforcement action was taken. Action could only be taken if the works were considered harmful (something the Council would not have approved). The Chairman suggested that a representation could be made to Government on the constraints of the current legislation.

The Chairman thanked the Development Manager for his encouraging report.

**RECOMMENDATION:** that Council consider making a representation to Government on the constraints of legislation relating to planning enforcement.

**RESOLVED:** that the report and improvements to the Planning Enforcement service be noted and welcomed.

#### \*7 **Quarterly Monitoring of Performance – Fourth Quarter 2012/13**

Members considered the report of the Corporate Organisational Development Manager providing performance information and progress against the Council Plan.

This was an opportunity to consider performance against delivery of the promises/priorities in the Council Plan, Key Service Objectives from Service Plans and Performance Measures for the 4<sup>th</sup> Quarter of 2012/13 so that issues could be addressed in a timely way.

The report highlighted 5 objectives showing a status of concern, namely:

1. Work with partners to ensure bathing water quality meets national standards.
2. Complete our redesign of all our major frontline services during 2012-2013.
3. Maintain our statutory monitoring programmes and commitments for air quality control
4. Ensure absence levels remain under 8 days (national upper quartile).
5. Percentage of minor planning applications determined within 8 weeks.

Members discussed each area of concern, the reasons and action taken/proposed.

The Deputy Portfolio Holder for Environment reassured the Committee that the Environmental Health Team was working closely with the Environment Agency (EA) to ensure that bathing water met national standards. It was noted that EA's recently published press release had highlighted that the exceptional heavy rainfall over the last year had affected bathing water quality. A roadshow, with attendees to include the EA, South West Water and farming representative, would be held at the end of July to address and rectify the problem affecting bathing water quality.

In response to a Committee members' concern regarding the lack of progress on the review of green and open spaces, the Head of Housing advised that this was an area that was being looked at by Managers in the Environment Service.

A member of the Committee queried the lack of signs to the Axe Estuary Wetlands from Sidmouth. The Portfolio Holder for Environment advised he would follow this issue up with the Countryside Manager.

**RESOLVED** that the Committee notes the Council's performance against delivery of the promises/priorities in the Council Plan, key service objectives from Service Plans and Performance Measures for the fourth quarter of 2012/13.

**\*8 Local Plan – next stages**

The Committee noted the update from the Planning Policy Manager on the ongoing and next stages in Local Plan production.

**\*9 Forward Plan**

Members noted the forward plan which was updated to include pre-application planning advice and flooding issues.

The Committee discussed additional issues to be added to the forward plan. These were:

- Health and social care reforms;
- The Council's relationship with LEPs;
- Committee timetabling.

Chairman ..... Date .....

## Agenda Item 10

Overview and Scrutiny Committee

11 July 2013

EF



### Community Infrastructure Levy Task and Finish Forum Final Report

#### Covering report

The CIL TaFF started back in May 2012 with the task of exploring the community infrastructure levy governance, including the process of applying criteria and committing money collected from the levy to specific infrastructure improvements. Setting the actual charging rates was outside of the scope of the TaFF.

The TaFF met on seven occasions and considered a wide variety of issues associated with governing the deployment of revenues raised through the CIL. The final report is attached for consideration.

#### Recommendation

To consider the recommendations set out in the report.

To ensure that the Development Management Committee also considers the TaFF report prior to consideration by Cabinet

#### a) Reasons for Recommendation

To ensure that the recommendations of the TaFF can be properly considered. This includes by the Development Management Committee prior to final consideration of the report by Cabinet.

#### b) Alternative Options

Of particular note is the third recommendation which asks Cabinet to consider the merit of a new committee to focus on the consideration of strategic planning and economic development issues. Members will need to carefully consider this recommendation and how any such committee would sit alongside the role of the Development Management Committee which is otherwise responsible for progressing the implementation of the CIL and for planning decisions more generally. Formal decision making on the deployment of the monies would continue to rest with Cabinet and as such it may be felt that an alternative to a standalone Committee, such as an advisory Panel, would be a better vehicle or indeed that the Development Management Committee should continue to perform this role.

#### c) Risk Considerations

The deployment of the CIL monies will not be without risk including ensuring that projects are delivered in a cost effective manner and the 'meaningful proportion' of the monies that

will go to parish and town councils are accounted for. This reinforces the need for robust governance arrangements to be put in place alongside the introduction of the CIL charging regime.

#### **d) Policy and Budgetary Considerations**

The policy aspects of introducing the CIL are being considered by the Development Management Committee. In particular the CIL Charging Schedule will set out the charging rates for different types of development and this will determine the quantum of funds that are secured.

---

#### **Legal Implications**

The legal/organisational work on introducing governance arrangements should be progressed in parallel with CIL going through examination/implementation. Any governance arrangements need to flow from the CIL regulations themselves which are updated regularly.

The report correctly identifies that responsibility for deciding on the mechanisms to deliver CIL will lie with Cabinet. This is a result of the local government legal framework. The involvement of Development Management Committee is possible as a consultee. A memorandum of understanding as to how this authority is to work with partners, including parish councils, may also be worth exploring to support governance, as considerable day to day work an officer level will obviously be needed to deliver infrastructure.

A subcommittee specifically to focus on deployment of the CIL would bring additional time cost/administrative implications and members will need to consider whether there will be the volume of business to justify such a standalone arrangement or whether it could be incorporated within existing Cabinet agendas or through an additional meeting as and when required. An alternative is an advisory panel whose recommendations would be reported to Cabinet for approval.

While the TAFF report has helpfully concentrated on delivery mechanisms for infrastructure, there is also a significant administrative/governance challenge in the efficient charging, billing, collection and giving of reliefs/exemptions in relation to CIL.

#### **Financial Implications**

This report covers recommendations regarding the principles of how CIL governance may be considered; there is however a significant amount of officer time required to make this work in practice from considering the detailed presentation of schemes for consideration for CIL funding, exploring the reality of delivering each scheme, the consideration of other funding streams and determining the prioritisation process that members can adopt and use.

Details need to be considered on how to resource this work and determine if additional expertise and staff resources will be required. This work will be on top of the day to day administration of the scheme. Once principles of Governance have been agreed by Members then the next stage will be to work up how they will work in practice, cost involved and to compare this with the administration sum that can be obtained from CIL. It is suggested a further report is required dealing with these points



# Community Infrastructure Levy Task and Finish Forum

Final Report  
April 2013

# Preface



Councillor Graham Troman

Chairman of the Community Infrastructure Levy Task and Finish Forum

Members: Mike Allen; Peter Bowden; Mike Howe; Sheila Kerridge; Tim Wood

This Task and Finish Forum has taken several months with many procedural requirements to consider, whilst waiting for government guidelines published in December 2012.

The broad topic area to explore included the community infrastructure levy governance to the process of applying criteria and committing money collected from the levy to specific infrastructure improvements.

The introduction of CIL is identified for a number of reasons to include the funding gap left by the withdrawal of central government grants and other funding sources, to ensure costs of infrastructure are shared equally between small and large developments.

CIL will sit alongside the Local Plan and is anticipated to bring in around £32million over the plan period (up to 2026). The overall cost of infrastructure in the district is approximately £235 million; the shortfall will be met by other funding sources.

Consultation on the charging schedule will be agreed by the Development Management Committee after final adjustments.

The CIL TaFF examined the governance structures that exist with varying degrees outside of the Council, resulting in a high consensus of all Members of the TaFF that the proposed governance process set out in the final report be considered.

Graham Troman

April 2013

# Recommendations

The Forum recommends the following, based on their interviews, findings and consultation;

- (1) **Note the significant challenges embodied in the new regime for collecting and deploying funds for infrastructure improvements under the CIL and the potential resource implications;**
- (2) **Consider the proposed process for committing CIL monies to specific infrastructure improvements in partnership with external organisations;**
- (3) **Ask the Cabinet to consider the merits of a new committee to focus on the consideration of strategic planning and economic development issues in the District and for this to be introduced as part of the next reorganisation of the Council;**
- (4) **Recognise the need to continue and potentially expand the current participatory budgeting exercise with Parish Councils to help frame local infrastructure priorities.**

# Review Approach

## How does the review relate to the Council Plan?

It states in the Council Plan, under “Living in this Outstanding Place”, that by 2013 the Council will have an adopted Local Plan and Community Infrastructure Levy Charging Schedule in place to manage, and draw benefit from, new housing and commercial development over the next fifteen years.

## Scope of the review

Scoping is purely a term to define how the review is to be undertaken. The Forum agreed the scope at their first meeting, making clear what was included; but also just as crucially, what was not. The agreed scope of the review is set out below:

Broad topic area:	Community Infrastructure Levy governance
Specific area to explore within topic area:	The process of applying criteria and committing money collected from the Levy to specific infrastructure improvements;  Consideration of ability of town and parish councils to be equipped to manage funds if successful in meeting criteria
Areas NOT covered by the review:	New Homes Bonus Business Rates level Individual infrastructure projects and their merits in detail Specific Section 106 agreements
Desired outcomes of the review:	To outline the principles of the governance arrangements required to deal with the Levy fund  Increase awareness of the change from Section 106 agreements and their immediate vicinity nature to the Community Infrastructure Levy concept of funds being used across the District
Who should be consulted for evidence	Stakeholders list: Devon County Council Exeter City Council Town and Parish Councils
What evidence already exists (consultation, good practice examples)	Existing CIL arrangements elsewhere nationally

What experts are needed to help with the review:	Andy Wood Simon Davey Matt Dickins Exeter City Council – CIL at a more advanced stage County Council contact
What other resources are needed:	Democratic Services to service meetings
Timescale including start date:	Start May 2012 to coincide with legislation on town/parish percentage of Levy; over four to six meetings as required.
Who are the recommendations being reported to:	Overview and Scrutiny Committee

## Evidence sources

### Legislation and guidance

Planning Act 2008

Localism Act 2011

Community Infrastructure Levy Regulations 2010 (as amended 2011 and 2012 and draft amendments 2013).

Community Infrastructure Levy Guidance 2012

### Other authority CIL arrangements

The Forum considered other CIL governance structures that were being introduced in other Local Authority areas. This included Plymouth, Taunton Deane, Bristol, Huntingdonshire, East Cambridgeshire and Colchester. Indicative diagrams showing the potential governance arrangements in the above authorities are attached in appendix one. These were produced following discussions with relevant authority officers or consulting documents on relevant websites and are an officer's interpretation of the governance arrangements in each authority.

## Findings

### Background

Central Government is encouraging the introduction of the CIL for the following reasons;

- a) Delivers additional funding;
- b) Provides developers with more certainty upfront;
- c) Ensures greater transparency for local people;
- d) Enables a greater share of the levy raised in a parish to be spent in that parish;
- e) Gives greater freedom and flexibility to set your own priorities.

Nationally over 75% of Councils are now working towards its introduction. Specific limits on the ability to collect and 'pool' contributions from more than five individual section 106 agreements are due to come in to force in April 2014.

A key difference between the current s.106 regime and the CIL is that there will no longer a direct 'umbilical' link, enshrined in a bespoke legal agreement, between a financial contribution received from a development and the delivery of a specific piece of infrastructure. Rather monies will be collected in to a general fund which then needs to be deployed against a set of strategic infrastructure improvements set out in what is known as the '123 List' (from Regulation 123 of the CIL Regulations). Clearly this will involve some form of prioritisation but the CIL Regulations do not cover governance arrangements. There is complete discretion to put in place whatever structures and procedures as are appropriate to the locality in question to ensure that funds are deployed effectively and efficiently.

During the course of the meetings of the TaFF the Government defined what it meant by the 'meaningful proportion' of CIL monies that will go directly to the Parish/Town Council in whose area the development takes place. 15% of CIL revenues go direct to the Parish/Town Council where there is no Neighbourhood Plan in place, subject to a limit of £100 per existing Council Tax household in that parish. This rises to 25% with no cap where there is a neighbourhood plan in place. This is likely to have a significant bearing on the final governance arrangements. The draft 2013 CIL amendment regulations state that meaningful proportions should be transferred to Parish Councils on the 28<sup>th</sup> April and 28<sup>th</sup> October each year unless an alternative arrangement has been made locally.

## Principles

There was some debate as to whether the forthcoming introduction of the CIL represented an evolution or revolution in relation to how infrastructure improvements are funded and delivered in the District. A set of principles were agreed at an early stage to help guide the development of appropriate governance arrangements;

**Plan-led** - utilising the Local Plan and accompanying Infrastructure Delivery Plan as the guiding framework for investment

**Priority driven** - ensuring an appropriate balance between strategic (e.g. transport schemes) and place making infrastructure (such as a new swimming pool) and meeting community aspirations

**Time focused** – ensuring that the right infrastructure can be provided at the right time and that the necessary design work is undertaken and other barriers to delivery are addressed

**Forward looking** - providing a clear mechanism for saving up for 'big ticket' infrastructure items

**Cost effective** – challenging procurement processes to ensure that the most cost effective solutions are found

**Leverage** – influencing the deployment of other capital programmes so as to maximise overall investment

**Additionality** – ensuring that funding from the Levy does not simply become a substitute for a different source of funding

**Politically balanced** – in terms of where funds are collected and spent

The TaFF considered the work that is being undertaken to produce the Infrastructure Delivery Plan alongside the Local Plan. This will clearly be a seminal document in helping to guide the deployment of CIL funds. Initial estimates suggest that the total infrastructure bill to support the delivery of the Local Plan will be in region of £200m. This is set against a potential CIL revenue of around £30m over the life time of the Plan. This graphically illustrates the potential for competing demands and the need for robust governance arrangements.

With greater flexibility there is increased scope for the District Council to influence the investment plans of external partners. Hence leverage and additionality were seen as important principles. It was also recognised that with the potential for funds to be collected at one end of the District and spent at the other the process would need to be politically balanced if at all possible.

### **Examples from other areas**

The TaFF considered CIL governance structures that were being introduced in other Local Authority areas. This included Plymouth, Taunton Deane and East Cambridgeshire and they had varying degrees of engagement with Members and other key stakeholders. The full set is reproduced at Appendix A.

In terms of governance models being introduced locally, a key choice was whether to have a joint board with County Council as is being introduced in Mid Devon. The TaFF heard from an officer of the County Council who explained how this was intended to work. Whilst the merit of this approach was clear, the appetite was for a less formal structure with the County Council. The structure that found most favour is that from East Cambridgeshire District Council and the proposed governance process is modelled on this.

## Proposed Process

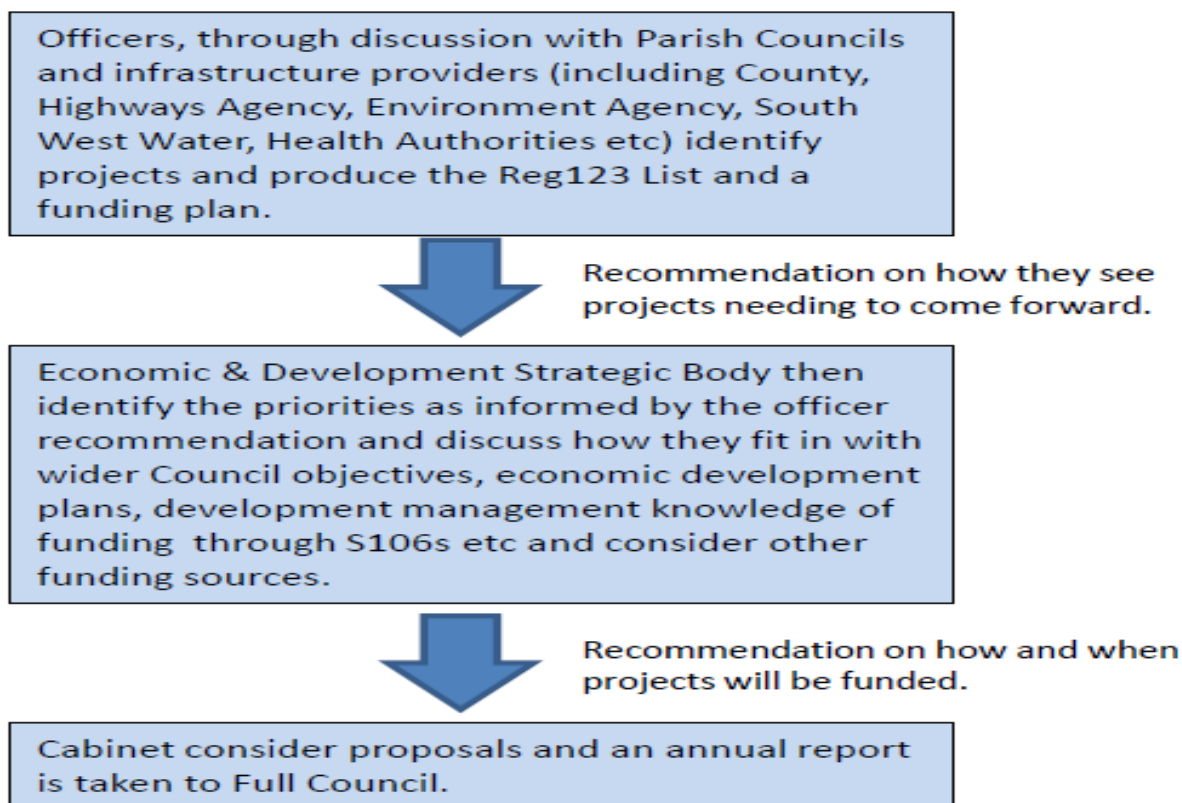
The introduction of the CIL represents a significant shift in the role of the Council in enabling the delivery of critical infrastructure in the District. This is likely to involve a commissioning based approach. A key issue is how investment decisions will be taken. This will necessarily involve a process of prioritisation set out against the framework provided by the Local Plan and accompanying Infrastructure Delivery Plan.

It was recognised that a critical question that will need to be answered is what do we need to unlock and with which partners? This is set within the wider challenge to provide the right framework and structure to produce the right outcomes. This implies some form of business planning exercise which ensures that the best possible use is made of limited resources, for example in terms of ensuring that the opportunity to utilise external sources of funding is maximised.

This in many ways goes to the heart of responding strategically to the new local government financial landscape - where investment decisions are taken in the light of their ability to secure subsequent financial benefits, such as through increased house building or provision of employment space. As such it was recognised this framework needs to be wider than purely considering the deployment of CIL funds.

It was felt that Cabinet should be asked to review how the consideration of strategic planning and economic development issues can best be integrated in to the formal committee structure of the Council. This can then be incorporated in to the next reorganisation of the Council, potentially as a 'sister' committee to Development Management. This forms the basis for the third recommendation of this paper.

Overall it was considered that the following process would be an appropriate response to managing the deployment of the funds, respecting the fact that officers advise and members decide and allowing for engagement with external partners:



Whilst this was not the subject of detailed consideration by the TaFF, it was recognised that both the collection and deployment of CIL monies would present a resource challenge. The CIL Regulations allow for up to 5% of CIL revenues to be top sliced to help meet administration costs. It will be important to ensure that the precise requirements, both in terms of collection and deployment, are worked through and the necessary resources put in place at an early stage to support the successful introduction of the CIL. This is touched upon in the first recommendation of this paper.

## Conclusions

The CIL TaFF has provided a useful forum for examining the governance challenges facing the Council in terms of managing the deployment of the funds associated with the introduction of the CIL. Different potential structures exist with varying degrees of engagement with Members and stakeholders from outside of the Council. The precise structure will need to fit the District and be sufficiently robust to manage significant competing priorities.

The TaFF meetings concluded in a high degree of consensus about the proposed process for managing the deployment of the funds as set out above. This also recognised that there was a wider corporate issue facing the Council in terms of how best to integrate consideration of strategic planning and economic development issues in to the committee structure. It is recommended that this is considered by Cabinet as part of the next reorganisation of the Council.

The confirmation of the ‘meaningful proportion’ of the CIL monies that will go direct to town and parish councils has a very significant overall bearing on how CIL monies will be collected and deployed in the District. This is likely to require an extension of the existing participatory budgeting process with Parish and Town Councils to facilitate close liaison around infrastructure priorities and new monitoring and accounting processes to be put in place, particularly as this may in limited instances involve sums exceeding £0.5m. This forms the basis of the fourth recommendation of this paper which will need to operate alongside clear accounting procedures.

## Acknowledgements

The Panel would like to thank:

Cllr Andrew Moulding

Cllr Vivien Duval-Steer

Cllr Martin Gammell

Cllr Graham Godbeer

Simon Davey

Ross Sutherland

Andy Wood

Graeme Thompson

Matt Dickins

Sulina Tallack

Lin Cousins, 3 Dragons

Joe Keech, Devon County Council

Simon Niles, Devon County Council

Agenda Item 11

## Overview and Scrutiny Committee

Draft Scope of work for scrutiny:

Broad topic area:	National Park Proposal for Dorset and East Devon AONB Areas
Specific areas to explore within topic area:	<p>Impact of changing to a National park:</p> <ul style="list-style-type: none"> <li>• Loss of planning powers for part of District</li> <li>• Limitations on new housing for growth</li> <li>• Business – agricultural and other</li> <li>• Environment protection</li> <li>• House prices</li> <li>• Low income families</li> <li>• Jobs</li> <li>• Tourism</li> </ul>
Areas NOT covered by the review:	Local Plan
Desired outcomes of the review:	Form a realistic view of the overall impact to the community who live and work in the area proposed, and to the business community, including tourism, to feed back to Natural England, DEFRA, and the Dorset and East Devon National Park Group.
Who should be consulted to obtain evidence (e.g. Ward Member, officers, stakeholders)	<p>Ward Members</p> <p>Residents and business of existing national park areas</p> <p>Planning officers of existing national park areas</p>
What evidence already exists (consultation, good practice examples)	House price comparison data (Lloyds)
What experts are needed to help with the review:	<p>Planning Policy</p> <p>Economic Development</p>
What other resources are needed:	

Undertaken by the Committee or is a TAFF required:	Committee meeting
Timescale including start date:	Aim for debate in November
Who are the recommendations being reported to:	Cabinet

## Agenda Item

Cabinet

12 June 2013

MD



## National Park Proposal for Dorset and East Devon AONB Areas

### Summary

A campaign group, **the Dorset and East Devon National Park Group**, are promoting the establishment of a new National Park that is proposed to straddle the Devon – Dorset border with a park boundary to coincide with the boundaries of the East Devon Area of Outstanding Natural Beauty (AONB) and also the Dorset AONB (and include an additional non-AONB area of Purbeck). There has been no prior consultation with EDDC on this proposal and the proposer, the Dorset and East Devon National Park Group, is not known to us nor is its provenance or membership.

It would take a long time to establish a new National Park and it would invariably be contentious and could have fundamental impacts on service provision and future development and use of land. It is not considered that it would be desirable for a new National Park to be established as proposed both in terms of intended and unintended consequences. The existing AONB status in East Devon combined with emerging Local Plan and operational planning functions of the Development Management service of the Council provide the best mechanisms to meet and serve the balanced and sustainable development needs of the whole of East Devon.

## **Recommendation**

That we advise:

- a) Natural England and DEFRA; and
- b) the Dorset and East Devon National Park Group;

that this Council opposes proposals for a New National Park in East Devon that straddles the County boundary into Dorset for the following key reasons:

1. It would result in inappropriate loss of District Council planning powers across a large part of East Devon;
2. It could frustrate, restrict or otherwise prevent necessary rural based growth and development across a large part of East Devon thus restricting efforts to address areas of low skill, low wages, economic weakness and housing shortage, especially affordable housing;
3. It could result in unnecessary and difficult to resist consequential development pressure in towns and villages westwards from Honiton along and linking into the A30 and northwards from Exmouth along and linking into the A376 with resulting adverse amenity and environmental impact on those communities. In addition, further pressure on jobs and housing could impact on new developments in the west of East Devon & Exeter Growth Area.
4. Sensitive but non-National Park designated areas of the District may come under increasing and concentrated development pressure.
5. We have an established and very successful East Devon AONB (and supporting partnership board) that already provides for protection and enhancement of the landscape and environment and supports appropriate sustainable development.

### **a) Reasons for Recommendation**

It is welcome that the sensitivity and attractiveness of East Devon's AONB and coast is recognised. EDDC is satisfied that the existing AONB and World Heritage Coast status give sufficient protection to our sensitive environments whilst allowing the Council to manage its own planning functions and allow appropriate and sensitive change and development.

### **b) Alternative Options**

EDDC could either support or remain neutral on this matter. It is questionable whether a new National Park would be agreed by Government and when it would be enacted. However, EDDC is already committed through its Council Plan to conserving and enhancing our coast and countryside alongside a desire to create new jobs, business opportunity and homes. Were EDDC to in any way encourage the proposition it could lead to a diminution in Council powers and run contrary to the Council's priorities.

### **c) Risk Considerations**

Some key risks to consider are:

1. loss of planning powers across part of the District;
2. Prevention of 'good growth' in areas of low skill, low wages, economic weakness and housing shortage, especially affordable;

3. Restriction and concentration of jobs and housing growth in the west of the District with minimal benefit deriving eastwards;
4. Sensitive but non- National Park or AONB designated areas of the District may come under increasing and concentrated pressure of development.

#### **d) Policy and Budgetary Considerations**

There are significant implications for policy and budgets. Some principle issues would be:

1. Handover of planning policy and powers to a National Parks authority;
2. Likely budget transfer and reduction in receipts which could include sources such as New Homes Bonus and Community Infrastructure Levy.

#### **e) Date for Review of Decision**

None specified

---

## **1 Highest Tier of Protected Landscapes of England and Wales**

- 1.1 The original ten National Parks of England and Wales were designated under the National Parks and Access to the Countryside Act 1949 (this same act also provided for establishment of the AONBs). These original parks are concentrated in western and central/northern areas, the two closest to East Devon being Dartmoor and Exmoor. These original designations were in respect of wilder, more rugged and for the most part extensive mountainous, moorland or upland landscape areas (though they did include some coastal areas). These parks predominantly comprise of land of less managed and poorer agricultural value that is, by English/Welsh standards, sparsely or very sparsely populated. These (managed) National Parks are the English and Welsh landscapes that are most alike, but some distance from, the unmanaged wilderness areas that make up the National Park in other parts of the world. Two National Parks - Loch Lomond and the Trossachs - and the Cairngorms; were designated in Scotland in the early part of the 21<sup>st</sup> century.
- 1.2 In 2005 the New Forest, and in 2009 the South Downs, National Parks were designated in the south of England. They are based on and around far less rugged landscape areas than the UK's other National Parks and they are also more densely populated. The Norfolk Broads is not a National Park but has a designation (dating back to the 1980s) that gives the Broads Authority powers that are very similar to those of the National Park authorities and as such it forms part of the 'National Park family'.
- 1.3 The South Downs, New Forest and Norfolk Broads have provided easy/close access to National Parks for many residents of South East England. The south east was previously some distance from designated parks and so did not benefit from the ease of access afforded to many living in northern and western areas.
- 1.4 National Park Authorities are the planning authority for the designated park areas and this forms their primary statutory duty as public bodies. Other Local Government functions are carried out by the District/Borough/City Councils and County

Councils in which the National Parks fall. However, National Park Authorities do also have powers to, and do undertake, a considerable amount of natural and built environment conservation work, landscape conservation and enhancement and promotion of the quiet public enjoyment of their open spaces and countryside.

- 1.5 Whilst the National Park Authorities are the statutory planning authority for the designated areas (for example producing local plans and determining planning applications), in some case they contract this service out to District/Borough Councils/others and in many cases will work in partnership with the other authorities on planning and other matters.
- 1.6 AONBs are designated for the quality of their landscape and in landscape terms they enjoy the same highest tier of landscape importance as National Parks. AONBs have management boards but these boards are not the Planning Authority for their area though they may give comment and advice on planning matters; in this respect AONBs function very differently from the National Park authorities. AONB boards and the management teams they are responsible for undertake a considerable amount of partnership work conserving and enhancing the landscape and environments of the AONBs and the public enjoyment of these areas. There are over 30 AONBs in England and also AONBs in Wales and Northern Ireland. A key difference of AONBs is that they offer more limited opportunities for extensive outdoor recreation that is typified in the wide open spaces with public access found in National Parks.

## **2 The Dorset and East Devon National Park Proposal**

- 2.1 The Chief Executive of the Council has received an email from Marilyn Larthe on behalf of The Dorset and East Devon National Park Group that advises:

*"I am writing to let you know that a group of which I am a member, has written to request Natural England to look at whether they could in future consider the feasibility of considering parts of Dorset and East Devon for possible National Park status. There are many good reasons to favour such a designation. This possibility was first raised in 1945 and only administrative difficulties prevented this happening.*

*All Local Authority Partnership Board Members of both AONBs for Dorset and East Devon have received or will shortly receive the attached documents. The documents are sent to you so that you are fully informed. I am sending to you as Chief Executive of East Devon District Council, a partner on the East Devon AONB and also as Chief Executive of South Somerset District Council which is a partner on the Dorset AONB.*

*This request is at a very early stage of a long - ten to twenty year - process.*

*I hope your Council will be one of the early supporters of this long term project.*

*The group will welcome your views, and will be pleased to continue to liaise with you and to keep you informed."*



- 2.2 The documents referred to are available on-line via the links in the 'Background Papers' section of this report. This is the first notification that this Council has received of the suggested designation and follows on rather than precedes the request to Natural England.

### **3 Landscape and Environmental Qualities of East Devon**

- 3.1 The landscape of East Devon is special but the landscape attractiveness and importance of the District is not just constrained to the one third that falls into the East Devon AONB area which is suggested for National Park designation. The third of East Devon in the Blackdown Hills AONB is also very important as are large parts of the non-AONB areas of the District and non-AONB land abutting/very close to our towns.
- 3.2 Whilst the appeal of the whole of East Devon is undeniable it is, however, a different type of landscape and environment from that which typifies the bulk of National Parks in the UK. Whilst parts of the East Devon AONB are hilly and elevated it is not an upland landscape or one of remote character, and much, in farming terms, is heavily managed. Also the East Devon AONB is not a sparsely populated rural area (the Blackdown is more sparsely populated). In all these respects the East Devon AONB shares characteristics that align it far more with the broader network and landscape variety of the designated AONBs than that of the National Parks.
- 3.3 It is important, as well, to recognise that the East Devon AONB (and other parts of the District) has environments benefitting from statutory protection by a range of existing additional designations. The coastline is designated as part of a World Heritage Site, there are European designated wildlife sites (the largest being the Pebblebed Heaths and Exe estuary) and there are a substantial number of designated sites of national wildlife importance. Added to these are the substantial number of Listed Buildings and Conservation Areas, many of which are in the AONBs.

### **4 Appropriateness of National Park Designation**

- 4.1 Whilst the landscape of East Devon is important, and 2/3rds of the District is appropriately designated as AONB, there are a broad range of other factors that need to be noted that would be affected by National Park designation.
- 4.2 Of most significance is that the planning powers of East Devon District Council would pass to a new authority made up of appointed people and local government representatives. The composition of National Park Authorities varies depending on size but they all follow a basic structure, for Dartmoor and Exmoor it is:
- 6 County councillors;
  - 6 District councillors;
  - 4 parish councillors;
  - 5/6 members appointed by the Secretary of State.
- County and district councillors are elected members appointed by their respective local authorities; parishes are split into groups and each group elects a representative,



these are then appointed by the Secretary of State; and Secretary of State Members are appointed after public advertisement and interview.

- 4.3 Whilst a new park authority would clearly have a legal duty to run an effective and efficient National Park they would not be directly elected and therefore would not be directly accountable to local communities through the ballot box. Furthermore any park designation, as proposed, would encompass a broad sweep of the southern England coastline (and inland) from close to the conurbations of Poole and Bournemouth to not that far from the urban centre of Exeter. This broad swathe of land and coastline has many different interests and influences and a single authority covering all planning functions would not be best equipped to manage the differing influences, pressures, challenges and opportunities that are faced.
- 4.4 The removal of planning powers from East Devon District Council would significantly reduce the ability for the Council to meet the development needs of the local communities of East Devon. Furthermore one possible result is that it could increase the pressure for development on the western parts of the District, those parts outside of a National Park boundary (and outside of the remoter Blackdown Hills AONB) and closer to Exeter. The Growth Point area and Cranbrook will remain focal points for development and growth but key areas that may see greater pressure for development include:
- a) **The A30 corridor** - westward from Cranbrook to as far as Honiton and including villages and settlements such as Feniton, Tipton St John, West Hill and Ottery St Mary (all locations of recent larger scale opposed planning applications and subsequent appeals); and
  - b) **The A376 corridor** – southward from Exeter/Clyst St Mary, including villages and settlements in this corridor to Exmouth.
- 4.5 The loss of planning powers by the District Council could also impact upon the ability of the Council to coordinate and plan for service delivery and other powers that it holds. Often planning for delivery of services and facilities will be coordinated with planning for development.
- 4.6 The proposal from Dorset and East Devon National Park Group is more detailed in its understanding of the assets and attractions of Dorset rather than East Devon. It may be that the inclusion of East Devon by the proposers represents a need to define a sufficiently large area to legitimise the case but in the absence of detail it is hard to judge.
- 4.7 In so far as the case of the proposal from Dorset and East Devon National Park Group is advanced the potential impacts, negative and positive, have not been fully considered/are not documented in the material we have received. The assumption is that there are environmental, social and economic benefits but this is not evidenced in net or added value terms i.e. against the alternative benefits and impacts of retaining the current arrangement. For example it could not be simply asserted that visitor numbers or tourism spend would increase on account of, or as a product, of designation. National park status, for example, could be a significant block or barrier to many forms of tourism related development that could attract large visitor numbers in their own right.

- 4.8 It is also critical to note that Natural England can be expected to apply rigorous technical criteria to assessing any submission and advising the Government on any possible new National park. The paperwork we have received does not detail possible technical concerns and they are not covered in this report.
- 4.9 In respect of timetables Natural England produced a Designation Strategy in July 2012. A link to this document is detailed in the Background Reports section of this report. Section 8 of the Natural England report, *“Implementing the Strategy – The Next Steps”*, includes, by the end of August 2014, that Natural England will *“Carry out a strategic review of the extent and diversity of the existing set of AONB and National Park designations to establish whether there is potential scope for future new designations”*.

## **5 Conclusions**

- 5.1 The AONB status enjoyed by 2/3rds East Devon, and the wider countryside and environmental conservation policies for the whole of East Devon already provide an appropriate framework to ensure the District Council plans for needs of East Devon residents and visitors. Loss of planning powers would threaten (if not fundamentally undermine) this ability to make appropriate planning decisions which balance environmental concerns with those of economic and social importance (i.e. to balance the key planks of sustainable development and to do so within long term time horizons).
- 5.2 The key plus points that a National Park designation can help deliver (as for example are highlighted in very general terms in the papers from the Dorset and East Devon National Park Group) are typically already available to and implemented by the Council and its partners. Furthermore the positive work of the East Devon AONB partnership helps ensure that benefits are delivered and achieved on the ground. As things are, and at the present time, a National Park designation would not be appropriate.
- 5.3 In conclusion the following issues are highlighted:
1. The proposal was not the subject of prior consultation and its focus is principally on Dorset with East Devon attached in little detail and little understanding. Neither the proposers nor their status are known to us;
  2. National Park funding from government has been cut significantly making the status much less attractive in terms of income generation to support environment and habitat protection, public transport infrastructure, support for sustainable economic development and for local communities. The cuts have made delivering the planning service a challenge in National Parks;
  3. Whilst National Parks are sometimes perceived as the peoples’ parks they continue, in reality, to comprise principally private land ownership and can result in an increasingly exclusive residential aspect;
  4. A significant consequence of a National Park in East Devon could be to overly concentrate residential, employment and other development in the west of the district;

5. AONB and World Heritage status already affords significant powers to protect the environment and manage sustainable development;
  6. At a time when East Devon needs to not just grow but diversify its business base a National Park status could benefit a narrow band of business sectors (perhaps tourism but not necessarily all parts of the tourism industry) rather than a broad range of business sectors.
- 5.4 The presumption from the Dorset and East Devon National Park Group is that National park status is a good thing but we need to maintain that this view is not evidenced based or technically supported. Any proposal submitted to English Nature would need to be supported by a fully reasoned evidence base which the current paperwork (as supplied to this Council) lacks.
- 

### **Legal Implications**

The report identifies the legal ramifications of such a designation – being the removal of this Council’s planning functions and thereby control over development within the designated area, together with the knock on effects in terms of planned delivery and pressures that would be placed on the remainder of the Council’s area. There are, of course, resource implications in terms of officer hours and budgetary implications in seeking to oppose (going forward) the establishment of a National Park. It is difficult to quantify what those are at this stage, particularly given the longevity of the process but Members ought to be aware of this as a consideration.

Otherwise there are no legal implications arising from the report.

### **Financial Implications**

The financial implications are unknown but could be significant particularly in terms of income reduction and potentially EDDC employee numbers.

### **Background Papers**

- [Letter from the Dorset and East Devon National Park Group to the Dorset AONB Partnership Board.](#)
- [Note form the Dorset and East Devon National Park Group in respect of the proposed designation.](#)
- Natural England Designations Strategy July 2012 (NE353): see <http://publications.naturalengland.org.uk/publication/2647412?category=10001>

---

Matthew Dickins [mdickins@eastdevon.gov.uk](mailto:mdickins@eastdevon.gov.uk)  
Planning Policy Manager

Cabinet



## Agenda Item 12

### Overview and Scrutiny Committee

11 July 2013



### Overview and Scrutiny Committee Forward Plan 2013/14

Date of Committee	Report	Lead Officer
25 July 2013	Leisure East Devon feedback from Task and Finish Forum (tbc)	
26 September 2013	Transport Infrastructure Investment  Performance monitoring Quarter 1 2013/14 Fees and Charges TaFF update Reviewing the general terms of reference for working parties and task and finish forums	Dave Back, DCC Head of Planning, Transportation and Environment  Cllr Tim Wood Debbie Meakin
24 October 2013	Portfolio Holder update – Environment Pre-application advice	Cllr Iain Chubb
21 November 2013	Performance monitoring Quarter 2 2013/14	
2 January 2014		
30 January 2014		
27 February 2014	Performance monitoring Quarter 3 2013/14	
27 March 2014		
24 April 2014	Draft Overview and Scrutiny Annual Report	

### Topics for scoping and allocation to the Forward Plan:

Proposed date	Topic
November or January 2014	Health and Social Care Reforms – role for Overview and Scrutiny. Devon County Council are currently considering how to progress health scrutiny with the assistance of the District Councils. Suggest a return visit from the local GPs responsible for the commissioning areas around November for an update on the new arrangements now in place.
September	Rural Broadband – look to holding joint Scrutiny with South Somerset District Council

/continued

On adoption of Local Plan	Review of production process of Local Plan
November or January 2014	National Parks research findings and debate
October	New waste contract 2016
On completion of TaFF	Business Task and Finish Forum final report
As and when available	Updates from Portfolio Holders
January 2014	Crime and Disorder update, including visit from Police Area Commander
October or November	Update from Devon County Council as lead authority on flood alleviation
	Council relationship with LEPs
February 2014	Committee timetabling review
	Improving communication with Ward Members and Town and Parish Councils on District Council work/events/consultations
September, October and November	Detailed budget sessions on each portfolio in preparation for draft budgets for 2013/14 and 2014/15