

Mid Devon District Council

Community Policy Development Group

Tuesday, 8 October 2019 at 2.15 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 10 December 2019 at 2.15 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr W Burke
Cllr Mrs C P Daw
Cllr J M Downes
Cllr Mrs I Hill
Cllr B Holdman
Cllr E G Luxton
Cllr Miss J Norton
Cllr C R Slade
Cllr Mrs M E Squires

A G E N D A

Members are reminded of the need to make declarations of interest prior to any discussion which may take place

- 1 **Apologies and Substitute Members**
To receive any apologies for absence and notices of appointment of substitute Members (if any).
- 2 **Declarations of Interest under the Code of Conduct**
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
- 3 **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.

Note: A maximum of 30 minutes is allowed for this item.
- 4 **Minutes of the Previous Meeting (Pages 5 - 10)**
Members to consider whether to approve the minutes of the last meeting of the Group held on 20th August 2019 as a correct record.

The Group is reminded that only those members of the Group present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

5 **Chairmans Announcements**

To receive any announcements that the Chairman may wish to make.

6 **Performance and Risk** (*Pages 11 - 22*)

Group Manager for Performance, Governance and Data Security to provide Members with an update on performance against the corporate plan and local service targets for 2019-2020 as well as providing an update on the key business risks.

7 **Single Equalities Policy and Equality Objective** (*Pages 23 - 34*)

To receive the annual review of the Single Equalities Policy and Equality Objective from the Director of Corporate Affairs and Business Transformation.

8 **Air Quality Action Plan for Cullompton and Crediton** (*Pages 35 - 50*)

The Group to receive a report from Group Manager for Public Health and Regulatory Services providing details of actions taken to improve Air Quality in Cullompton and Crediton.

9 **Strategic Grants and Service Level Agreement Programme 2020-2023** (*Pages 51 - 54*)

To receive a report from the Group Manager for Growth, Economy and Delivery on the Strategic Grants and Service Level Agreement Programme 2020-2023 and to make a RECOMMENDATION to Cabinet on the level of funding

10 **Financial Monitoring**

To consider a verbal report from the Principal Accountant presenting the financial monitoring information for the income and expenditure to date

11 **Community Engagement**

To receive a recommendation by the Audit Committee that the PDG considers the internal auditors recommendation that a Customer Engagement Champion is introduced by the Council.

The minute of the last Audit Committee explains:

“The audit in relation to ‘Community Engagement’ had identified that there were further opportunities to increase customer engagement through a ‘Champion’ and that there should be greater use of ‘plain English’ in all consultation exercises. The Committee expressed concerns that often those that ‘shouted loudest’ were listened to most whilst their opinions may not be truly reflective of the wider population. The Committee felt that all consultation exercises should be truly reflective of the whole district where possible rather than just reflecting

what a small minority thought. It was explained that engaging with those that did not want to come forward with a view was a difficult exercise and significant time and effort would be needed to consider how this could be achieved. However, it was felt that, wherever possible every effort should be made to engage across the wider community as Members had a duty to represent a broad section of the community and not get distracted by a minority view. Whilst it was recognised that instigating a 'Champion' to increase customer engagement would take a great deal of resource, the Audit Committee AGREED that officers should be encouraged to implement this in relevant service areas. The Audit Committee also felt that its wishes should be conveyed to the relevant Policy Development Group and that they should be asked to consider this in relation to their own remit with the aim of ensuring that future consultations be focused on risk / service improvement opportunity and be geographically representative."

12 **Identification of Items for the Next Meeting**

Members are asked to note that the following items are already identified in the work programme for the next meeting:

- Performance & Risk
- 6 Month Leisure Update
- Council Tax/Extreme Hardship
- Use of CCTV Policy & Guidance
- Financial Monitoring
- Draft Budget

Note: This item is limited to 10 minutes. There should be no discussion on the items raised.

Stephen Walford

Chief Executive

Monday, 30 September 2019

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use other forms of social media to report on proceedings at this meeting.

Members of the public are welcome to attend the meeting and listen to discussion. Lift access the first floor of the building is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available. There is time set aside at the beginning of the meeting to allow the public to ask questions.

An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, or

If you would like a copy of the Agenda in another format (for example in large print) please contact Carole Oliphant on:

Tel: 01884 234209

E-Mail: coliphant@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.