

## Mid Devon District Council

### Cabinet

Thursday, 8 April 2021 at 6.00 pm  
Remote Meeting

Next ordinary meeting  
Thursday, 13 May 2021 at 6.00 pm

**Important** - this meeting will be conducted and recorded by Zoom only. Please do not attend Phoenix House. The attached Protocol for Remote Meetings explains how this will work.

Join Zoom Meeting

<https://zoom.us/j/94634675322?pwd=dzdpMDFYWpNd0pKaDNTdmpjOGtHdz09>

Meeting ID: 946 3467 5322

Passcode: 882408

One tap mobile

08000315717,,94634675322#,,,,\*882408# United Kingdom Toll-free

08002605801,,94634675322#,,,,\*882408# United Kingdom Toll-free

Dial by your location

0 800 031 5717 United Kingdom Toll-free

0 800 260 5801 United Kingdom Toll-free

0 800 358 2817 United Kingdom Toll-free Meeting ID: 946 3467 5322

Passcode: 882408

Find your local number: <https://zoom.us/u/adzK2bc8cT>

## Membership

Cllr R M Deed

Cllr R J Chesterton

Cllr Mrs C P Daw

Cllr R Evans

Cllr D J Knowles

Cllr B A Moore

Cllr C R Slade

Cllr Mrs N Woollatt

# AGENDA

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

1. **Apologies**  
To receive any apologies for absence.
2. **Protocol for Remote Meetings** (Pages 7 - 14)  
To note the protocol for remote meetings.
3. **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
4. **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.
5. **Minutes of the Previous Meeting** (Pages 15 - 36)  
Members to consider whether to approve the minutes as a correct record of the meeting held on 4 March 2021.

The Cabinet are also requested to reconsider the minutes of the meeting held on 4<sup>th</sup> February, where there was an error identified within Minute 308 - Tax Base (recommendation 1 – the figure should read 28,594,38) – the error was identified at Council on 24 February and the minutes have now been amended and require further approval.

6. **Bereavement Services Fees & Charges** (Pages 37 - 48)  
Following a report of the Corporate Manager for Property, Leisure and Climate Change, the Environment Policy Development Group have made the following recommendation: that the proposed charges for 2021-22 set out on Table A be approved.
7. **Devon Home Choice Policy Review** (Pages 49 - 72)  
Following a report of the Operations Manager for Housing and the Corporate Manager for Public Health, Regulation and Housing, the Homes Policy Development Group had made the following recommendations: that the following proposed changes to the Devon Home Choice Scheme be approved (as listed within the report):

Proposal 1  
Proposal 3  
Proposal 4  
Proposal 5  
Proposal 6

8. **Corporate Anti Social Behaviour Policy** (*Pages 73 - 92*)  
Following consideration of a report of the Corporate Manager for Public Health, Regulation and Housing, the Community Policy Development Group has made the following recommendation: that the updated Anti-Social Behaviour Policy as attached in Annex 1 be approved.
9. **Community Engagement Strategy (Including Action Plan)** (*Pages 93 - 140*)  
Following consideration of a report of Communications & Engagement Manager, the Community Policy Development Group has made the following recommendations: that the revised Communication and Engagement Strategy and Media and Social Media Policy be approved subject to the inclusion of 'In addition to the existing channels of engagement in the table above the Council also has statutory functions to fulfil in terms of communication and consultation, this includes planning matters via the Statement of Community Involvement' on page 10 of the strategy.
10. **Regulation of Investigatory Powers** (*Pages 141 - 158*)  
Following consideration of a report of the Head of Legal (Monitoring Officer), the Community Policy Development Group has made the following recommendations:
  - a) The revised Regulation of Investigatory Powers Act (RIPA) policy be adopted; and
  - b) Delegated authority be given to the Head of Legal Services (Monitoring Officer) to review the designation of the Co-ordinating Officer within the RIPA policy and to make such changes to that designation as she considers appropriate
11. **Cullompton Conservation Management Plan (Consultation Draft)** (*Pages 159 - 276*)  
To consider a report of the Head of Planning, Economy and Regeneration requesting approval of the Draft Cullompton Conservation Area Assessment and Management Plan (CAMP) to be published for public consultation.
12. **The Design of Shopfronts and Associated Advertisements Supplementary Planning Document** (*Pages 277 - 320*)  
To consider a report of the Head of Planning, Regeneration and Economy requesting approval of the draft Design of Shopfronts and Associated Advertisements Supplementary Planning Document to be published for public consultation.
13. **Vinyl Flooring Contract 2021-2024** (*Pages 321 - 326*)  
To consider a report of the Building Services Operations Manager advising Members on the results for the tendering of the Vinyl Flooring Renewal Contract 2021-2024 and requesting confirmation of the award of the contract.

14. **Performance and Risk** (*Pages 327 - 396*)  
To consider a report of the Operations Manager for Performance, Governance and Health and Safety providing Members with an update on the performance against the Corporate Plan and local service targets.

The Policy Development Groups have considered the targets within the Corporate Plan and have made the following recommendations:

**Environment Policy Development Group (9 March 2021)**

The targets suggested for 2021/2022 against the Corporate Plan Performance framework (appendix 4) be approved subject to:

- Garden Waste Customers – target to be set at 11,200
- Corporate Renewable Energy Projects – target to be set at 4

**Economy Policy Development Group (11 March 2021)**

That the targets suggested for 2021/22 against the Corporate Plan Performance Framework be approved.

**Homes Policy Development Group (16 March 2021)**

That the targets suggested for 2021/22 against the Corporate Plan Performance Framework be approved.

**Community Policy Development Group (23 March 2021)**

The suggested targets for 2021/2022 against the Corporate Plan Performance framework be approved.

15. **Revised Schedule of Meetings** (*Pages 397 - 398*)  
To consider (and make recommendation to Council) a revised Schedule of Meetings, following the Cabinet's decision to move its meetings to a Tuesday.
16. **Notification of Key Decisions** (*Pages 399 - 406*)  
To note the contents of the Forward Plan.
17. **3 Rivers Developments Limited - Performance Update** (*Pages 407 - 426*)  
To receive an update report.

**Stephen Walford**  
Chief Executive  
Monday 29 March 2021

## Covid-19 and meetings

The Council will be holding some meetings in the next few weeks, but these will not be in person at Phoenix House until the Covid-19 crisis eases. Instead, the meetings will be held remotely via Zoom and you will be able to join these meetings via the internet. Please see the instructions on each agenda and read the Protocol on Remote Meetings before you join.

If you want to ask a question or speak, email your full name to [Committee@middevon.gov.uk](mailto:Committee@middevon.gov.uk) by **no later than 4pm on the day before the meeting**. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

If you require any further information please contact Sally Gabriel  
E-Mail: [sgabriel@middevon.gov.uk](mailto:sgabriel@middevon.gov.uk)

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