

## Mid Devon District Council

### Homes Policy Development Group

Tuesday, 20 July 2021 at 2.15 pm  
Exe Room, Phoenix House, Tiverton

**Next meeting**  
**Tuesday, 14 September 2021 at a time to be confirmed**

**Important** - this meeting will take place at Phoenix House, but members of the Public and Press can and should attend via Zoom only. Please do not attend Phoenix House without prior agreement. The attached Protocol for Hybrid Meetings explains how this will work.

Join Zoom Meeting

<https://zoom.us/j/91253558511?pwd=RWg1MUpVQUZ2ZXhyMEsya04yb1RBQT09>

Meeting ID: 912 5355 8511  
Passcode: 875724

One tap mobile

08000315717,,91253558511#,,,,\*875724# United Kingdom Toll-free

08002605801,,91253558511#,,,,\*875724# 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: 912 5355 8511  
Passcode: 875724

## Membership

Cllr Mrs E M Andrews  
Cllr J Bartlett  
Cllr J Cairney  
Cllr S J Clist  
Cllr D R Coren  
Cllr R J Dolley  
Cllr C J Eginton  
Cllr S Pugh  
Cllr R F Radford

## **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       **Election of Chairman**  
To elect a Chairman of the Homes Policy Development Group for the municipal year 2021/2022.
- 2       **Election of Vice Chairman**  
To elect a Vice Chairman of the Homes Policy Development Group for the municipal year 2021/2022.
- 3       **Apologies and Substitute Members**  
To receive any apologies for absence and notice of appointment of substitutes.
- 4       **Protocol for hybrid meetings** (*Pages 5 - 12*)  
To note the protocol for hybrid meetings.
- 5       **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
- 6       **Declaration of Interests 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.
- 7       **Minutes** (*Pages 13 - 18*)  
Members to consider whether to approve the minutes as a correct record of the meeting held on 16<sup>th</sup> March 2021.
- 8       **Chairman's Announcements**  
To receive any announcements that the Chairman may wish to make.
- 9       **Start time of meetings**  
To agree a start time for meetings for the remainder of the municipal year.
- 10      **Aids and Adaptations Policy** (*Pages 19 - 38*)  
To receive a report from the Corporate Manager for Public Health, Regulation and Housing providing Members of the Policy Development Group an opportunity to review the proposed update to the Aids & Adaptations Policy.
- 11      **Private Sector Housing Fees and Charges 2021/2022 / Revised Civil Penalty Policy and Delegated Powers** (*Pages 39 - 56*)  
To receive a report from the Corporate Manager for Public Health, Regulation and Housing providing members with the revised fees and

charges for statutory and discretionary Private Sector Housing functions within the Community Team, Public Health and Regulatory Services. To review the updated Civil Penalties Policy which relates to the revised fees and charges.

- 12 **Housing Strategy Consultation Draft** *(Pages 57 - 126)*  
To receive a report from the Corporate Manager for Public Health, Regulation and Housing providing members of the Policy Development Group with an opportunity to review the proposed consultation draft of the revised corporate Housing Strategy.
- 13 **Update on Teckal considerations** *(Pages 127 - 128)*  
To receive a report from the Deputy Chief Executive (S151) informing members of the intended timetable of activities/reports that will be produced to consider the applicability of a Teckal delivery model to assist in the delivery of our accelerated HRA housing programme.
- 14 **Performance and Risk Outturn for 2021/2021** *(Pages 129 - 188)*  
To receive a report from the Chief Executive providing Members with the outturn on performance against the corporate plan and local service targets for 2020/21.
- 15 **Revenue and Capital Outturn for 2020/2021** *(Pages 189 - 228)*  
To receive a report from the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn figures for the financial year 2020/21.
- 16 **Housing Service update** *(Pages 229 - 236)*  
To receive a report from the Operations Manager for Housing Services and the Corporate Manager for Public Health, Regulation and Housing providing an update to Members on enforcement and other activity undertaken by Officers in the Housing Service.
- 17 **Work programming** *(Pages 237 - 250)*  
To receive an overview of work programming practices from the Scrutiny Policy and Research Officer and to agree a work program for future meetings.

Members are encouraged to bring issues to the meeting for consideration.

- 18 **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:
- Housing Strategy: Verbal update on progress
  - Housing Service update

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

**Stephen Walford**  
Chief Executive  
Monday, 12 July 2021

### Covid-19 and meetings

From 7 May 2021, the law requires all councils to hold formal meetings in person. However, the Council is also required to follow government guidance about safety during the pandemic. For a short period the Council will enable all people to continue to participate in meetings via Zoom.

You are strongly encouraged to participate via Zoom to keep everyone safe - there is limited capacity in meeting rooms if safety requirements are to be met. There are restrictions and conditions which apply to those in the building and the use of the building. You must not attend a meeting at Phoenix House without complying with the requirements in the new protocol for meetings. You must follow any directions you are given.

Please read the new meeting protocol which is available here:  
<https://democracy.middevon.gov.uk/documents/s21866/aaaaHybridMeetingProtocolMay2021.pdf>

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 would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on:

E-Mail: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.