

Public Document Pack

Mid Devon District Council

Scrutiny Committee

Monday, 2 October 2023 at 5.30 pm
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting
Monday, 30 October 2023 at 5.30 pm

Please Note: This meeting will take place at Phoenix House and members of the Public and Press are able to attend via Teams. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

To join the meeting online, [click here](#)

Meeting ID: 316 173 954 484
Passcode: tQDZ8t

Membership

Cllr R Gilmour
Cllr G Westcott
Cllr D Broom
Cllr E Buczkowski
Cllr Mrs F J Colthorpe
Cllr A Cuddy
Cllr G Czapiewski
Cllr M Farrell
Cllr B Holdman
Cllr R Roberts
Cllr S Robinson
Cllr N Woollatt

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**
To record any interests on agenda matters.

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 - 14*)
To consider whether to approve the minutes as a correct record of the meetings held on 14 August 2023 and 24 August 2023

5 **DECISIONS OF THE CABINET**
To consider any decisions made by the Cabinet at its last meeting that have been called-in.

6 **CHAIRMAN'S ANNOUNCEMENTS**
To receive any announcements that the Chairman of Scrutiny Committee may wish to make.

7 **WORK PROGRAMME** (*Pages 15 - 36*)
To review the existing Work Plan and consider items for the committee's future consideration, taking account of:

a) Any items within the Forward Plan for discussion at the next meeting;

b) Suggestions of other work for the committee in 2023/24.

8 **WHISTLEBLOWING - 6 MONTH UPDATE**
To receive a verbal report from the Corporate Manager for People, Governance and Waste

9 **MOTION 583 - PROTECTING RIVERS AND SEAS**
To receive a verbal update from the Policy Research Officer for the Scrutiny Committee

Stephen Walford
Chief Executive
Friday, 22 September 2023

Meeting Information

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Teams.

If you want to ask a question or speak, email your full name to 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. Notification in this way will ensure the meeting runs as smoothly as possible.

Residents, electors or business rate payers of the District may make a statement or shall be entitled to ask questions at a meeting which concerns the Council's powers / duties or which otherwise affects the District. If your question does not relate to an agenda item, the question must be submitted to the Democratic Services Manager two working days before the meeting to give time for a response to be prepared.

Please note that a reasonable amount of hardcopies at the meeting will be available, however this is a limited number. If you are attending the meeting and would like a hardcopy of the agenda we encourage that you notify Democratic Services in advance of the meeting to ensure that a hardcopy is available. Otherwise, copies of the agenda can be found on our website.

If you would like a copy of the Agenda in another format (for example in large print) please contact David Parker on: dparker@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **SCRUTINY COMMITTEE** held on 14 August 2023 at 5.30 pm

Present

Councillors

R Gilmour (Chairman)
G Westcott (Vice Chairman), D Broom, Mrs F J Colthorpe,
A Cuddy, G Czapiewski, M Farrell, B Holdman, R Roberts and
S Robinson and G Westcott

Apologies

Councillors

L G J Kennedy and N Woollatt

Also Present

Councillors

C Harrower, J Lock and D Wulff

Present

Officers:

Maria De Leburne (District Solicitor and Monitoring Officer),
Matthew Page (Corporate Manager for People, Governance and
Waste), James Hamblin (HR Business Partner), Andrew
Seaman (Member Services Manager) and Angie Howell
(Member Services Officer)

19 **APOLOGIES AND SUBSTITUTE MEMBERS (00:03:39)**

Apologies were received from Cllrs L G J Kennedy and N Woollatt.

Councillors E Buczkowski, J Buczkowski, G Duchesne, F Letch and L Taylor attended the meeting via Teams.

20 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00:03:49)**

No interests were declared under this item. Members were reminded of the need to make declarations of interest where appropriate.

21 **MINUTES OF THE PREVIOUS MEETING (00:04:25)**

The minutes of the previous meeting, held on 17 July 2023, were approved as a correct record and **SIGNED** by the Chairman.

22 **DECISIONS OF THE CABINET (00:04:49)**

The Committee **NOTED** that none of the decisions made by the Cabinet on 17 July 2023 had been called in.

23 **CHAIRMAN'S ANNOUNCEMENTS (00:04:55)**

The Chairman had no announcements to make.

24 **ESTABLISHMENT UPDATE REPORT (00:05:02)**

The Committee had before it, and **NOTED**, a report* from the Corporate Manager for People, Governance and Waste and the Operations Manager for Human Resources

which gave Members an update on both the Establishment of the Council together with its performance. This report should be read in conjunction with the functions of individual officers highlighted in the Constitution.

The following was raised by officers and the Cabinet Member for Working Environment:

- Sickness remained high since the Covid-19 pandemic.
- In house sickness training was delivered to Managers and received positive feedback.
- A new long service award process had been implemented.
- Year on year agency spend had been seen to decrease.
- That Staff survey was due to be conducted in September 2023.

The following was discussed:

- Asked what action had been taken to mitigate the high sickness rates. The Operations Manager for Human Resources explained that up to date training had been delivered to Managers within the Council, they had kept the training in-house and bespoke and confirmed that there was sickness data that could be analysed.
- It was encouraged that staff take up the offer of a free flu jab.
- Asked what support structure was in place to help employees return to work? It was explained by the Operations Manager for Human Resources that reasons for and length of sickness could vary and was based on individual circumstances. Examples of support included the employee assistance programme and an occupational health provider.
- A T-Level was similar to an apprenticeship and was something the Council had welcomed to encourage recruitment.
- That patterns of sickness were calculated with notifications when 6 days or more sickness was taken in a 12 month period. However, this would vary on a case by case basis.
- Asked whether indirect costs had been included in the calculations for delivering the training, it was explained by the Operations Manager for Human Resources that time spent training was not considered as an indirect cost. Training on key areas such as sickness absence is deemed business as usual.
- Corporate Manager for People, Governance and Waste noted in terms of sickness rates, the Council looked for patterns.
- Asked how vacancy rates impacted key services. It was explained by the Corporate Manager for People, Governance and Waste that agency costs

were a challenge and that vacancy rates were considered on a case by case basis, and was dependent on the role in question.

- High turnover was noted to be expensive and it was highlighted that private companies were able to pay a higher salary and that perks for working at a local authority seemed less competitive in recent years. The Operations Manager for Human Resources explained that exit interviews were conducted and that a level of turnover benefitted an organisation but agreed that turnover was a balancing act.

Note: *report previously circulated and attached to the minutes

25 PUBLIC QUESTION TIME (00:26:39)

Nick Quinn, a local resident asked:

Question 1.

Is the Workforce Review Group, and Vacancy Management as a whole, really cost effective?

The Chairman explained that the Establishment and Agency costs are separate entities but related. Higher rates of turnover, sickness and vacancies will inevitably lead to higher agency costs as the Council needs to ensure it delivers essential services to the public e.g. Waste. In coming through the pandemic but then the aftermath which basically is an economy with full employment but also high levels of vacancy (and competing wages) the public sector including local government has a considerable challenge on its hands.

The Council is addressing its challenge to reduce costs both through reducing agency expenditure but also in ensuring its establishment is appropriately resourced and aligned to its priorities. This has involved all vacancies being reviewed by a weekly Workforce Review Group panel to ensure that vacancies are either signed off with immediate effect, paused for 3 months or a longer period of time. This is so the Council is both on the best footing possible in terms of how it aligns resource to its priorities but also addresses the continuous squeeze on public resources.

Question 2

Does the Council have a traditional Organisation Chart that shows the areas of responsibility, span of control and the reporting lines for all staff?

The Chairman explained that in terms of role titles and structure charts this report is an update to the formal end of year report which is published to Cabinet each February alongside the Pay Policy and which then goes to Scrutiny and then Full Council for approval. So the time for publishing formal structure charts and posts would normally be in this report.

Question 3

If there is; can it be published so the Public, and Members, can see it?

The Chairman explained that this would be published in February 2024.

Question 4

If there is not; can one be prepared and published?

The Chairman in response, confirmed that one would be prepared and published.

26 WORK PROGRAMME (00:31:57)

The Committee had before it, and **NOTED** the *Forward Plan and the *Scrutiny Work Plan.

The following items were identified by the Committee as needing to come to a future meeting:

- Motion on governance structure, committee system, looking at pre-scrutiny. A report would go to full council (MO advised) but suggested something came to Scrutiny in December 2023.

Note: *Forward Plan and Work Plan previously circulated and attached to the minutes

(The meeting ended at 18:03)

CHAIRMAN

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **SCRUTINY COMMITTEE** held on 24 August 2023 at 5.30 pm

Present

Councillors

R Gilmour (Chairman)
G Westcott (Vice Chairman), D Broom, E Buczkowski, Mrs F J Colthorpe, A Cuddy, G Czapiewski, M Farrell, B Holdman and S Robinson and G Westcott

Apologies

Councillors

R Roberts

Also Present

Councillors

J Buczkowski, G Duchesne, L Taylor, J Wright and D Wulff

Present

Officers:

Andrew Jarrett (Deputy Chief Executive (S151)), Maria De Leiburne (District Solicitor and Monitoring Officer), Andrew Seaman (Member Services Manager) and David Parker (Member Services & Policy Research Officer)

27 **APOLOGIES AND SUBSTITUTE MEMBERS (0.03.40)**

Apologies were received from Cllr R. Roberts

Cllrs S. Clist, L. Cruwys, A. Glover, S. Keable, L. Knight and J. Lock attended by Teams

28 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (0.04.01)**

Members were reminded of the need to make declarations where appropriate.

29 **PUBLIC QUESTION TIME (0.04.23)**

Three members of the public raised questions which were accepted.

Nick Quinn raised the following questions:

Question 1:

A "Part 2" report by the Deputy Chief Executive called "*Creation of a Property Development Company*" was discussed and approved by Cabinet on 30/03/2017. It was subsequently released under FOI.

Would you please confirm that the development at the rear of the Town Hall, St Georges Court, was put forward in this report as the first project for 3 Rivers?

Answer:

The Deputy Chief Executive (S.151) answered that it was a categorical yes.

Question 2:

Regarding the fees of the Architectural Practice that designed St George's Court and did the plans for it (*Mikhail Riches*). Was it the Council, or 3 Rivers, that ultimately paid for this work?

Answer:

The Deputy Chief Executive (S.151) answered that back in 2019, when that contract was awarded to Mikhail Riches, it was the Council who had contracted with Mikhail Riches for the scheme. However, when the scheme transferred to 3 Rivers all of the intellectual property, the plans and therefore the costs were fully transferred across to 3 Rivers, so ultimately 3 Rivers paid for that work.

Question 3:

The outcomes of external reviews into 3 Rivers were reported to Cabinet in June 2020. These showed there were problems with the company at that time - but the Company was allowed to continue in operation. Now, in 2023, another external review has resulted in the Cabinet recommending the wind-up of the Company. Can it be publicly explained why the Cabinet decided not to wind-up 3 Rivers in 2020, when any loss is likely to have been less?

Answer:

The Deputy Chief Executive (S.151) answered; the two external reviews in 2020 did not show that there were problems with the company, they were commissioned by an incoming cabinet administration to confirm that the company had all the correct legal and financial controls and governance in place and that is exactly what those two external commissions came back to the cabinet with. They came up with 33 recommendations and all the recommendations in the two reports were adopted and recommended by cabinet and approved by Full Council.

At the same juncture the Council agreed to continue with the property development company investment. In 2023 the Council had asked the S151 officer to commission an external review into the financial viability of the company. That is what he did and that was part of the considerations made by cabinet at its recent meeting. As far as the explanation as to why the cabinet decided not to wind up 3 Rivers in 2020, the cabinet had asked for and received advice around governance of the company, it was happy with that advice and it decided to continue with its investment in the company, three years later the financial position along with things like Covid, cost of living crisis etc. had changed the economic outlook of many things in the world including the development business.

The Cabinet Member for Finance added that closing the company was not a recommendation that was included within the report that was received in 2020 and to remind members of the public that the council had a different administration now and that the Council was being asked look back at a decision made three years ago by a different cabinet and indeed by a different set of Councillors and it was impossible to know what had been in the minds of the cabinet at the time. The Cabinet Member reiterated that the recommendations that were in the 2020 report were not to wind the company up at that time.

Paul Elstone asked the following questions:

Question 1.

At the Cabinet Meeting of the 16th August 2023 reasons were given by the S151 Officer as to why 3 Rivers had failed so disastrously and primarily due to St Georges Court. However, the S151 Officer failed to mention the following, namely. At the November 2019 Cabinet Meeting and in response to the S151 Officer announcing a

massive financial impairment figure linked to St Georges Court, a 3 Rivers Director said the following: I quote verbatim from the meeting voice recording. “the only problem being in the first year where we have taken on St George’s Court scheme there was obviously no profit on it. If that had been a profitable project, to be honest, if 3 Rivers had taken it on a commercial basis it would, (then after a pause he says) sorry had been offered it on a commercial basis, it would not have taken it. So, we are delivering a project that the Council wanted to see done, that was likely to only break even”.

The 3 Rivers Director making this statement was in fact the very same S151 Officer. My question: Please fully explain where was the required level of S151 Officer good financial governance which the position demands? In fact, please explain where there was any governance at all?

Answer:

A written Answer will be provided.

Question 2

There were expert and professional persons available and who specialise in business company wind-ups.

Therefore, in full consideration of the foregoing, his question was:

How can any reasoned and rational decision makers conclude that the S151 Officer was the best person to lead the 3 Rivers company wind-up this including disposal of assets?

Answer:

The Cabinet Member for Finance stated that the S151 Officer had a statutory duty to ensure the proper finances of the Council and it was unimaginable that he would not be involved in such a significant winding up of a company such as 3 Rivers. He could not see how the Council would be able to take this action without the involvement of the S151 Officer. He further commented that the S151 Officer is a professional of the Council, an officer of the Council and that the Council needed to reply upon his very good advice. The S151 Officer is under a statutory duty and if he was not leading this then the Council would very likely be acting unlawfully.

Barry Warren asked the following questions:

Question 1. (a) What was the date of the notification of the call in please?

(b) Has the date of the ‘call in’ and the timing of the notification been compliant with the timescales as set out in law and the MDDC Constitution?

(c) Is this late notification considered to be in accord with the policy to achieve openness and transparency?

A recent press report contained the following quote when speaking of Officer advice: *“Councillors can only act and decide matters on the basis of advice they are given and if the advice they are given is flawed then that is how major faults can quickly develop in the structure.”*

Cabinet had a report from the Deputy CEO (S151) which put forward 3 recommendations. At the end of that report is a section headed Statutory Officer

sign-off and it contains the details of Statutory Officer Andrew Jarrett; Chief Officer Stephen Walford and Statutory Officer Maria De Leburne.

Question 2. In the light of this reason for 'call in', and latest advice/comment by the District Solicitor, were Cabinet given full, detailed and reliable advice on which to make their decisions?

Question 3. Bearing in mind the criticism voiced by the Cabinet Member for Finance, for continued support of investment in 3 Rivers by past Members, is there any record, anywhere, that the S151 Officer ever voiced his disagreement with any of the 3 Rivers Investment Proposals, Business Plans or Business Cases, before they were approved by Members?

The Chairman stated that written Answers will be provided.

The Deputy Chief Executive S151 responded, with regard to the sign off of the report by the three chief statutory officers of the council, that that was normal practice for the sign off of every single Council report so that although a single officer may write a report there was never a single officer who would sign off a report. The Cabinet Member for Finance added that in respect to question 2, If Cabinet had made a decision to wind up 3 Rivers the financial consequences of that decision are outside of the power of cabinet, it would be outside of the budget and policy framework, that is why it is a recommendation to Full Council to take that course of action. The Cabinet Member thought that it was entirely correct for the recommendation to be called to Scrutiny.

30 DECISIONS OF THE CABINET (0.24.28)

A Decision made by the Cabinet on 16 August 2023 in respect of the following report was called in for consideration by Councillor R Gilmour.

3 Rivers Options Appraisal Report

1. Cabinet recommend to Full Council a "soft closure" of 3 Rivers Development Ltd. over a sensible short term period in order to minimise any potential financial exposure and maximise returns from company assets.
2. Delegated authority is given to the Deputy Chief Executive in conjunction with the Cabinet Member for Finance to deliver/instruct all necessary activities in order to deliver a "soft closure" and maintain timely decision making in order to protect the Council's position during this process.
3. That the Deputy Chief Executive, in discussion with the Cabinet Member for Finance procure any additional professional advice required to protect the Council's position and maximise the return to the Shareholder and minimise any potential further losses.

The reason for the call in was:

- The decisions are outside of the Budget & Policy Framework.

The Chairman read a statement which included the following:

- That this Extraordinary Scrutiny Committee Meeting had been called today to identify whether the decision of Cabinet to recommend “soft closure” of 3 Rivers Development Ltd, and any losses or costs that would be incurred by Mid Devon Council.
- That any decision of the Cabinet or of the Full Council around the future options for 3RDL was projected to carry a cost for Mid Devon residents.
- That the Committee’s objective was to learn any lessons that need to be learned to prevent a repeat of this scenario in the future. As those who do not remember the past, are condemned to repeat it.
- That the Committee was not here to assign blame, rather to ensure that the blameless – the residents – were not left to pick up the bill for similar failures in the future.
- That no matter how well-meaning, humans were fallible. This was why we build procedures and controls around decision making. One such role was the role of Scrutiny, with the defined role in our Constitution and, more widely, as Councillors of this Council to speak up and ask questions to ensure good decision making.
- The majority of the current Councillors had no part in the decision making process around 3 Rivers Development Ltd, until the future options decision be presented to Full Council lessons must be learnt from the past to ensure the Council does not repeat the mistakes of predecessors.
- Time should be set aside on the Committee’s Work Programme to talk to previous Cabinet members, senior officers and other relevant parties to learn lessons.

RESOLVED that:

1. Time be set aside in the Work Programme for a “3 Rivers lessons learned” exercise and that any recommendations that come out of that be reported back to cabinet.
2. A “3 Rivers – Lessons to be learned” issue take place over one or two meetings in November and any recommendations sent back to Cabinet by the end of December 2023.

(Proposed by the Chairman, Cllr R Gilmour)

(The meeting ended at 6.07 pm)

CHAIRMAN

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SCRUTINY COMMITTEE WORK PLAN 2023-24

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
2 October 2023				
	Whistleblowing 6 month update			
2.10.23	Motion 583 - Protecting Rivers and Seas - make sure that planning on large development work with South West Water on planning infrastructure was working effectively relating to sewage and so on was appropriate. Continues			
30 October 2023				
30.10.23	3 Rivers - Lessons Learnt 1		Andrew Jarrett	
27 November 2023				
	Annual Report of Complaints and Compliments To receive the Annual Report of Complaints and Compliments			
27.11.23	Community Safety Partnership A report on the CSP activity in 2022/23 with an update on the current position and forward look.		Simon Newcombe	
	3 Rivers - Lessons Learnt 2			
18 December 2023				
15 January 2024				

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
15.01.24	Regulation of Investigatory Powers Act (RIPA) report To receive a report from the Monitoring Officer		District Solicitor and Monitoring Officer	
	Whistleblowing Annual Update To receive details of any Whistleblowing instances in the previous year.			
	Draft Budget To consider the initial draft 2024/2025 Budget and options available to set a balanced budget and if appropriate make recommendations to Cabinet & Council			
19 February 2024				
19.02.24	Motion 564 – Inclusivity and Community Engagement – does Local Government work for women? Work needs to be continued. Some recommendations had been approved by the Scrutiny Committee and Full Council but they still needed to be finalised. Work needs to be continued. Some recommendations had been approved by the Scrutiny Committee and Full Council but they still needed to be finalised. How do we encourage greater diversity at local elections?			
19.02.24	Establishment Report To Receive a report from the Corporate Manager for People Governance and Waste		Matthew Page	
18 March 2024				

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
15 April 2024				
	Scrutiny Chairman's Annual Report To receive a report from the Chairman of the Scrutiny Committee on the work the Scrutiny Committee has conducted over the last year.			

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Forward Plan

In line with the public's general rights of access to information and the promotion of transparency in the way which decisions are taken by or on behalf of the Council, Mid Devon District Council produces a Forward Plan of any Key Decisions to be taken by the Cabinet and any to be made by the District Council. The Plan normally covers a period of a minimum of four months from the date of publication and is updated every month.

The District Council has defined key decisions as those which by reason of their strategic, political or financial significance or which will have a significant effect on communities in more than one Ward are to be made by the Cabinet or Council, in line with Article 15 of the Council's Constitution must be made by the District Council.

In line with legislation, any item may exceptionally be considered in the absence of the press and public. Where possible the Council will attempt to keep to the dates shown in the Plan. It is possible that on occasion these may need to be rescheduled.

Please ensure therefore that you refer to the most up to date Plan.

Click to see an up to date version of the [Forward Plan](#) on the Council's web site at any time. Also see the website for Copies of [Agenda and Reports](#) of the Cabinet or other Committees of the District Council referred to in this Plan. All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated for the reasons shown.

Any person who wishes to make representations to the Council/Cabinet about (a) any of the matters proposed for consideration in respect of which a decision is to be made or (b) whether or not they are to be discussed in public or private, as outlined below, may do so in writing, before the designated Date for Decision shown, to the Democratic Services Manager, Phoenix House, Phoenix Lane, EX16 6SA or by email to: committee@middevon.gov.uk

Forward Plan - September 2023

Decision & Summary	Decision Maker	Date of Decision	Lead Officer	Consultees	Means of Consultation	Cabinet Member	Public or Private Decision	Documents to be considered
Damp and Mould Policy To receive the new Damp and Mould Policy	Homes Policy Development Group	26 Sep 2023	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615			Cabinet Member for Housing and Property Services	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
	Cabinet	17 Oct 2023						
	Council	1 Nov 2023						
Tenant Involvement update and Action Plan To receive the MDH Tenant Involvement update and Action Plan	Homes Policy Development Group Cabinet	26 Sep 2023 17 Oct 2023	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615			Cabinet Member for Housing and Property Services	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

<p>Recharges Policy To receive a review of the MDH Recahrges Policy</p>	<p>Homes Policy Development Group Cabinet</p>	<p>26 Sep 2023 17 Oct 2023</p>	<p>Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615</p>			<p>Cabinet Member for Housing and Property Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Phoenix House Accommodation Opportunities</p>	<p>Cabinet</p>	<p>17 Oct 2023</p>	<p>Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242</p>					<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Makeup of the senior officer structure in light of posts held vacant To consider a report from the Chief Executive on the makeup of the senior officer structure in light of posts held vacant</p>	<p>Cabinet</p>	<p>17 Oct 2023</p>	<p>Stephen Walford, Chief Executive Tel: 01884 234201</p>			<p>Leader of the Council</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

Crediton Masterplan	Cabinet	17 Oct 2023	Richard Marsh, Director of Place			Cabinet Member for Planning and Economic Regeneration		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
2024/25 – 2028/29 Medium Term Financial Plan Update To receive a report from the Deputy Chief Executive on the updated Medium Term Financial Plan (MTFP) covering the period 2024/25 to 2028/29	Cabinet	17 Oct 2023	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
S106 Governance	Cabinet	14 Nov 2023	Joanna Williams, Planning Obligations Monitoring Officer			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

Meeting Housing Needs SPD To adopt the SPD	Cabinet	14 Nov 2023	Richard Marsh, Director of Place			Cabinet Member for Housing and Property Services	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
MTFP	Cabinet	14 Nov 2023	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Silverton Neighbourhood Plan	Cabinet	14 Nov 2023	Richard Marsh, Director of Place			Cabinet Member for Planning and Economic Regeneration	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

Infrastructure Funding Statement: Infrastructure List	Cabinet	14 Nov 2023	Richard Marsh, Director of Place			Cabinet Member for Planning and Economic Regeneration	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Qtr. 2 Budget Monitoring To receive a report from the Deputy Chief Executive (S151) on the Council's Financial position as at 30 September 2023	Cabinet	14 Nov 2023	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
2023/24 Mid-Year Treasury Management Report To receive a report from the Deputy Chief Executive (S151) on the treasury performance during the first six months of 2023/24	Cabinet	14 Nov 2023	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

Schedule of Meetings	Cabinet Council	14 Nov 2023 20 Dec 2023				Cabinet Member for Working Environment		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Council Tax Base To consider the Council Tax Base for 2024/25	Cabinet Council	14 Nov 2023 20 Dec 2023	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Private Sector Housing Fees & Charges	Homes Policy Development Group Cabinet	21 Nov 2023 12 Dec 2023	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615			Cabinet Member for Housing and Property Services	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

<p>Review of Tenancy Agreements - Project Plan To receive a project plan to tenure reform</p>	<p>Homes Policy Development Group Cabinet</p>	<p>21 Nov 2023 12 Dec 2023</p>	<p>Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615</p>			<p>Cabinet Member for Housing and Property Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Tenancy Inspection Policy To receive a review of MDH Tenancy Inspection Policy</p>	<p>Homes Policy Development Group Cabinet</p>	<p>21 Nov 2023 12 Dec 2023</p>	<p>Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615</p>			<p>Cabinet Member for Housing and Property Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Joint Strategy</p>	<p>Cabinet</p>	<p>12 Dec 2023</p>	<p>Tristan Peat, Forward Planning Team Leader</p>			<p>Cabinet Member for Planning and Economic Regeneration</p>		<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

<p>2024/25 Budget Update To consider a report from the Deputy Chief Executive (S151) on the updated 2024/25 Budget position and consider options to reduce the remaining shortfall</p>	<p>Cabinet</p>	<p>12 Dec 2023</p>	<p>Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242</p>			<p>Cabinet Member for Finance</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Destination Management Plan for Mid Devon</p>	<p>Economy Policy Development Group Cabinet</p>	<p>4 Jan 2024 6 Feb 2024</p>	<p>Richard Marsh, Director of Place</p>			<p>Cabinet Member for Planning and Economic Regeneration</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Economic Strategy 2024 - 2029</p>	<p>Economy Policy Development Group Cabinet</p>	<p>4 Jan 2024 6 Feb 2024</p>	<p>Richard Marsh, Director of Place</p>			<p>Cabinet Member for Planning and Economic Regeneration</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

<p>Enforcement Policy To receive a report from the Corporate Manager for Public Health, Regulation and Housing</p>	Cabinet	9 Jan 2024	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615			Cabinet Member for Community & Leisure		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
<p>2024/25 Budget Update To consider a report from the Deputy Chief Executive (S151) on the updated 2024/25 Budget position and consider options to reduce the remaining shortfall</p>	Cabinet	9 Jan 2024	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
<p>Regulation of Investigatory Powers</p>	Cabinet	9 Jan 2024	District Solicitor (Monitoring Officer)			Cabinet Member for Community & Leisure		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

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Town and Parish Charter	Cabinet	9 Jan 2024				Cabinet Member for Community & Leisure		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Homes Safety Policy To receive a new policy which incorporates the existing Gas Safety Policy, Asbestos Management Policy & Fire Risk in Communal Properties Policy. New Policy includes regulated electrical safety checks being introduced to social housing landlords by the Social Housing Regulation Bill	Homes Policy Development Group	16 Jan 2024	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615			Cabinet Member for Housing and Property Services	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
	Cabinet	6 Feb 2024						
	Council	21 Feb 2024						
Homes Standard	Homes Policy Development Group	16 Jan 2024	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615			Cabinet Member for Housing and Property Services	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
	Cabinet	6 Feb 2024						

<p>Service Standards - Tenant Involvement & Empowerment</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p>	<p>16 Jan 2024</p> <p>6 Feb 2024</p>	<p>Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615</p>			<p>Cabinet Member for Housing and Property Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Garage, GGRP and Parking Space Policy To receive the revised Garage, GGRP and Parking Space Policy</p>	<p>Homes Policy Development Group</p> <p>Cabinet</p> <p>Council</p>	<p>16 Jan 2024</p> <p>6 Feb 2024</p> <p>21 Feb 2024</p>	<p>Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615</p>			<p>Cabinet Member for Housing and Property Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Health and Safety Policy To receive the annual review of the Health & Safety Policy</p>	<p>Community Policy Development Group</p> <p>Cabinet</p>	<p>23 Jan 2024</p> <p>5 Mar 2024</p>	<p>Catherine Yandle, Operations Manager for Performance, Governance and Health & Safety Tel: 01884 234975</p>			<p>Cabinet Member for Community & Leisure</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

<p>Enforcement Policy To receive the updated Enforcement Policy</p>	<p>Community Policy Development Group</p> <p>Cabinet</p>	<p>23 Jan 2024</p> <p>6 Feb 2024</p>				<p>Cabinet Member for Environment & Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>CCTV Policy To receive the updated CCTV Policy</p>	<p>Community Policy Development Group</p> <p>Cabinet</p>	<p>23 Jan 2024</p> <p>6 Feb 2024</p>				<p>Cabinet Member for Community & Leisure</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Customer Care Policy To receive the updated Customer Care Policy</p>	<p>Community Policy Development Group</p> <p>Cabinet</p>	<p>23 Jan 2024</p> <p>6 Feb 2024</p>					<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

Policy Framework	Cabinet	6 Feb 2024	Member Services Manager			Leader of the Council		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Business Rates Tax Base	Cabinet	6 Feb 2024	Dean Emery, Corporate Manager for Revenues, Benefits and Recovery			Cabinet Member for Finance		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
Establishment	Cabinet	6 Feb 2024	Matthew Page, Corporate Manager for People, Governance and Waste			Cabinet Member for Working Environment		Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

<p>Pay Policy</p>	<p>Cabinet</p>	<p>6 Feb 2024</p>	<p>Matthew Page, Corporate Manager for People, Governance and Waste</p>			<p>Cabinet Member for Working Environment</p>		<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Qtr. 3 Budget Monitoring To consider a report from the Deputy Chief Executive (S151) on the Council's Financial position as at 31 December 2023</p>	<p>Cabinet</p>	<p>6 Feb 2024</p>	<p>Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242</p>			<p>Cabinet Member for Finance</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>2024/25 Capital Strategy and Capital Programme To consider a report from the Deputy Chief Executive (S151) proposing the 2024/25 Capital Strategy and recommends the 2024/25 Capital Programme</p>	<p>Cabinet</p>	<p>6 Feb 2024</p>	<p>Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242</p>			<p>Cabinet Member for Finance</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

<p>2024/25 Treasury Management Strategy To consider a report from the Deputy Chief Executive (S151) proposing the 2024/25 Treasury Management Strategy and Annual Investment Strategy</p>	Cabinet	6 Feb 2024	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
<p>2024/25 Budget Update To consider a report from the Deputy Chief Executive (S151) proposing the 2024/25 Budget and recommends the Band D Council Tax charge for 2024/25</p>	Cabinet	6 Feb 2024	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
<p>2024/25 Council Tax Resolution To consider a report from the Deputy Chief Executive (S151) proposing the 2024/25 Band D Council Tax charge for 2024/25</p>	Council	6 Feb 2024	Andrew Jarrett, Deputy Chief Executive (S151) Tel: 01884 234242			Cabinet Member for Finance	Open	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary

<p>National Non Domestic Rates (NDR1)</p>	<p>Cabinet</p>	<p>6 Feb 2024</p>	<p>Dean Emery, Corporate Manager for Revenues, Benefits and Recovery</p>			<p>Cabinet Member for Finance</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Income Management Policy To receive a review of the MDH Income Management Policy</p>	<p>Homes Policy Development Group</p>	<p>19 Mar 2024</p>	<p>Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615</p>			<p>Cabinet Member for Housing and Property Services</p>	<p>Open</p>	<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>
<p>Corporate Anti Social Behaviour Policy</p>	<p>Cabinet</p>	<p>2 Apr 2024</p>				<p>Cabinet Member for Community & Leisure</p>		<p>Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary</p>

Single Equalities Policy and Equality Objective	Cabinet	2 Apr 2024	District Solicitor (Monitoring Officer)			Cabinet Member for Community & Leisure	Report outlining all relevant considerations, information and material including any equality and / or impact assessments, as necessary
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