

## Homes Policy Development Group

Tuesday, 11 June 2024 at 2.15 pm  
Phoenix Chambers, Phoenix House, Tiverton

Next meeting  
Tuesday, 10 September 2024 at 2.15 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.

**The meeting will be hybrid and an audio recording made and published on the website after the meeting.**

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

Meeting ID: 311 098 477 501

Passcode: JnAvxu

### Membership

C Adcock  
J Cairney  
A Glover  
C Connor  
F W Letch  
N Letch  
S Robinson  
H Tuffin  
Vacancy

# **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 2024 – 2025.
- 2       **Election of Vice Chairman**  
To elect a Vice Chairman of the Homes Policy Development Group for the municipal year 2024 – 2025.
- 3       **Start time of Meetings**  
To agree the start time of meetings for the remainder of the municipal year.
- 4       **Apologies and Substitute Members**  
To receive any apologies for absence and notice of appointment of substitutes.
- 5       **Public Question Time**  
To receive any questions from members of the public and replies thereto.
- 6       **Declaration of Interests under the Code of Conduct**  
To record any interests on agenda matters.
- 7       **Minutes** (*Pages 5 - 12*)  
To consider whether to approve the minutes as a correct record of the meeting held on 19<sup>th</sup> March 2024.
- 8       **Chairman's Announcements**  
To receive any announcements that the Chairman may wish to make.
- 9       **Draft Corporate Plan 2024-28** (*Pages 13 - 38*)  
To consider the draft Corporate Plan for 2024-2028 and to provide feedback to the Cabinet for amendment to the final draft.
- 10      **Performance Dashboard** (*Pages 39 - 40*)  
To receive and discuss summary information reflecting performance in the General Fund and Housing Revenue Account Mid Devon Housing areas for quarter 4 2023/2024.

- 11 **Local Authority Housing Fund (LAHF) update and approach to allocating homes briefing**  
To receive a briefing on the Local Authority Housing Fund (LAHF) and the approach to allocating homes.
- 12 **Income Management Policy** *(Pages 41 - 74)*  
To receive a report from the Head of Housing & Health setting out the principles and the overall approach MDH takes to collect rent, service charges and other payments, prevents arrears, manages arrears and ensures that effective and appropriate action is taken to sustain tenancies and maximise income/reduce debt.
- 13 **Amendments to Mid Devon Housing (MDH) Home Safety Policy** *(Pages 75 - 80)*  
To receive a report from the Head of Housing & Health. This policy was adopted by Council on 21<sup>st</sup> February 2024. There is now a requirement to add a further clause to the policy stating that Bioethanol fires/space heaters are not permitted to be used in MDH stock.
- 14 **Delegated Decisions for Mid Devon Housing (MDH) policies with minor amendments** *(Pages 81 - 90)*  
To receive a report from the Head of Housing & Health requesting that there is a change to the current report procedure process so that minor or legally required changes can be delegated to the Head of Housing & Health (in consultation with the Cabinet Member for Housing).
- 15 **Final Report of the Tenure Reform Working Group** *(Pages 91 - 106)*  
To receive a report from the Head of Housing & Health setting out the background to the work of the Tenure Reform Working Group which was established to investigate the continued use of flexible tenancies for all properties and whether this type of tenure is beneficial for MDH and tenants. The report of the Working Group listing their recommendations is attached.
- 16 **Mid Devon Housing (MDH) Tenure Review and Associated Review of Tenancy Conditions: Project PLan** *(Pages 107 - 118)*  
This report is seeking approval to update the project plan relating to a review of the standard MDH tenancy agreement.
- 17 **Mid Devon Housing Service Delivery Report for Q4 and Outturn for 2023/2024** *(Pages 119 - 146)*  
To receive a report from the Head of Housing providing a quarterly update to Members on activity undertaken by Mid Devon Housing (MDH), including some relating to enforcement.
- 18 **Mid Devon Housing Complaints Handling Report 2023-24** *(Pages 147 - 222)*  
To receive a report from the Head of Housing & Health reviewing the Annual Complaints Handling process for 2023 / 2024.

19 **Work Programme for 2024/2025** (Pages 223 - 226)

To discuss the work programme for 2024/2025.

20 **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 although they may need to be confirmed nearer the time:

- Housing Initiatives Plan (briefing)
- Draft General Fund and HRA budget for 2025/2026
- Repairs and Maintenance Policy (New)
- Right to Buy Policy (New)
- Hoarding Policy
- Tenancy Management Policy

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

**Stephen Walford**  
Chief Executive  
Monday, 3 June 2024

## 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](mailto:Committee@middevon.gov.uk) by no later than 4pm on the day before the meeting. Residents, electors or business rate payers of the District wishing to raise a question under public question time are asked to provide their written questions to the Democratic Services team by 5pm three clear working days before the meeting to ensure a response is received at the meeting to the written question. 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 Sarah Lees on: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.