

Scrutiny Committee

Monday, 15 July 2024 at 5.00 pm
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting
Monday, 12 August 2024 at 5.00 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: 310 610 894 898

Passcode: xm6imu

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Membership

L G J Kennedy
G Westcott
D Broom
E Buczkowski
A Cuddy
G Czapiewski
M Farrell
C Harrower
B Holdman
L Knight
R Roberts
S Robinson

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 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 7 - 10*)
To consider whether to approve the minutes as a correct record of the meeting held on Monday 17 June 2024.
- 5 **Chairman's Announcements**
To receive any announcements that the Chairman of Scrutiny Committee may wish to make.
- 6 **Decisions of the Cabinet**
To consider any decisions made by the Cabinet at its last meeting that have been called-in.
- 7 **Care Leaver Friendly Employer Briefing** (*Pages 11 - 24*)
To receive a report from the Head of People, Performance and Waste and the Operations Manager for People Services.
- 8 **Annual Corporate Performance Report** (*Pages 25 - 52*)
To receive a report from the Head of People, Performance and Waste and the Corporate Performance and Improvement Manager.
- 9 **Update on land sale that would unlock 70 affordable homes**
To receive a verbal update from the Deputy Chief Executive (S151) regarding the land sale that would unlock 70 affordable homes.
- 10 **Portfolio Presentation from the Cabinet Member for Service Delivery and Continuous Improvement**
To receive a Portfolio Presentation from the Cabinet Member for Service Delivery and Continuous Improvement

- 11 **Work Programme** (Pages 53 - 70)
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.

Stephen Walford
Chief Executive
Friday, 5 July 2024

Guidance notes for meetings of Mid Devon District Council

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 the Council experience technology difficulties at a committee meeting the Chairman may make the decision to continue the meeting 'in-person' only to conclude the business on the agenda.

1. Inspection of Papers

Any person wishing to inspect minutes, reports, or the background papers for any item on the agenda should contact Democratic Services at Committee@middevon.gov.uk

They can also be accessed via the council's website [Click Here](#)

Printed agendas can also be viewed in reception at the Council offices at Phoenix House, Phoenix Lane, Tiverton, EX16 6PP.

2. Members' Code of Conduct requirements

When considering the declaration of interests and their actions as a councillor, Members are reminded of the requirements of the Members' Code of Conduct and the underpinning Principles of Public Life: Honesty; Integrity; Selflessness; Objectivity; Accountability; Openness; Leadership.

The Code of Conduct can be [viewed here](#):

3. Minutes of the Meeting

Details of the issues discussed, and recommendations made at the meeting will be set out in the minutes, which the Committee will be asked to approve as a correct record at its next meeting. Minutes of meetings are not verbatim.

4. Public Question Time

Residents, electors or business rate payers of the District wishing to raise a question and/or statement 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 that a response can be provided at the meeting. You will be invited to ask your question and or statement at the meeting and will receive the answer prior to, or as part of, the debate on that item. Alternatively, if you are content to receive an answer after the item has been debated, you can register to speak by emailing your full name to Committee@middevon.gov.uk by no later than 4pm on the day before the meeting. You will be invited to speak at the meeting and will receive a written response within 10 clear working days following the meeting. Notification in this way will ensure the meeting runs as smoothly as possible

5. Meeting Etiquette for participants

- Only speak when invited to do so by the Chair.
- If you're referring to a specific page, mention the page number.

For those joining the meeting virtually:

- Mute your microphone when you are not talking.
- Switch off your camera if you are not speaking.
- Speak clearly (if you are not using camera then please state your name)
- Switch off your camera and microphone after you have spoken.
- There is a facility in Microsoft Teams under the ellipsis button called "turn on live captions" which provides subtitles on the screen.

6. Exclusion of Press & Public

When considering an item on the agenda, the Committee may consider it appropriate to pass a resolution under Section 100A (4) Schedule 12A of the Local Government Act 1972 that the press and public be excluded from the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, as defined under the terms of the Act. If there are members of the public and press listening to the open part of the meeting, then the Democratic Services Officer will, at the appropriate time, ask participants to leave the meeting when any exempt or confidential information is about to be discussed. They will be invited to return as soon as the meeting returns to open session.

7. Recording of meetings

All media, including radio and TV journalists, and members of the public may attend Council, Cabinet, PDG and Committee meetings (apart from items Media and Social Media Policy - 2023 page 22 where the public is excluded) you can view our Media and Social Media Policy [here](#). They may record, film or use social media before, during or after the meeting, so long as this does not distract from or interfere unduly with the smooth running of the meeting. Anyone proposing to film during the meeting is requested to make this known to the Chairman in advance. The Council also makes audio recordings of meetings which are published on our website [Browse Meetings, 2024 - MIDDEVON.GOV.UK](#).

8. Fire Drill Procedure

If you hear the fire alarm you should leave the building by the marked fire exits, follow the direction signs and assemble at the master point outside the entrance. Do not use the lifts or the main staircase. You must wait there until directed otherwise by a senior officer. If anybody present is likely to need assistance in exiting the building in the event of an emergency, please ensure you have let a member of Democratic Services know before the meeting begins and arrangements will be made should an emergency occur.

9. WIFI

An open, publicly available Wi-Fi network is normally available for meetings held in the Phoenix Chambers at Phoenix House.

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MINUTES of a **MEETING** of the **SCRUTINY COMMITTEE** held on 17 June 2024 at 5.30 pm

Present

Councillors

L G J Kennedy (Chairman)
G Westcott (Vice Chairman), D Broom,
E Buczkowski, A Cuddy, G Czapiewski,
M Farrell, C Harrower, B Holdman, L Knight,
R Roberts and S Robinson

Also Present

Councillor(s)

J Buczkowski, D Wulff

Also Present

Officer(s):

Maria De Leiburne (Director of Legal, HR & Governance (Monitoring Officer)), Laura Woon (Democratic Services Manager), Angie Howell (Democratic Services Officer) and David Parker (Democratic Services & Policy Research Officer)

**Councillors
Online**

A Glover, S Keable, J Lock, L Taylor and L J Cruwys

Officer Online

Richard Marsh (Director of Place and Economy)

1 ELECTION OF VICE-CHAIR OF THE SCRUTINY COMMITTEE (0:04:34)

The Chairman of the Committee invited nominations for the election of a Vice-Chairman for the municipal year 2024/25.

RESOLVED that Cllr G Westcott be elected Vice Chair of the Scrutiny Committee for the municipal year 2024/2025.

(Proposed by Cllr L Knight and Seconded by Cllr B Holdman).

2 START TIME OF MEETINGS (0:06:35)

Cllr L Kennedy proposed and seconded by Cllr A Cuddy that the Committee meet at 5.00pm for the remainder of the 2024/25 municipal year.

The Committee **AGREED** to meet at 5.00pm for the remainder of the 2024/25 municipal year.

3 **APOLOGIES AND SUBSTITUTE MEMBERS (0:09:29)**

There were no apologies.

4 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (0:09:42)**

No interests were declared under this item.

5 **PUBLIC QUESTION TIME (0:10:07)**

The public questions that were raised were judged to be inadmissible under the terms of the Constitution of the Council, due to the fact that they were not related to any item remaining on the agenda.

6 **MINUTES OF THE PREVIOUS MEETING (0:19:58)**

The minutes of the meeting held on 15 April 2024 were approved as a correct record and **SIGNED** by the Chairman.

7 **CHAIRMAN'S ANNOUNCEMENTS (0:20:36)**

The Chairman commented that he was grateful to be chairing this Committee.

8 **DECISIONS OF THE CABINET (0:21:22)**

The Committee **NOTED** that none of the decisions made by the Cabinet on 4th June 2024 had been called in.

9 **TOWN AND PARISH CHARTER (0:21:27)**

The Committee had before it, and **NOTED**, a report * from the Democratic Services Officer and Town and Parish Liaison Officer.

The Town and Parish Charter was a partnership between Mid Devon District Council and the Towns and Parishes within its district.

The Community Policy Development Group (PDG) had considered the Charter and the process for renewing it, at its meeting in January 2024 and had approved a decision to send the charter to the Towns and Parishes for consultation. Subsequently, the draft Town and Parish Charter and its annex regarding planning, had been sent to the Town and Parish Councils in the district and their views on the charter sought. The Towns and Parishes had been given three months in which to respond in order that it would fit into their meeting cycle.

The District Council had received 24 responses out of 50 Towns and Parishes, some councils had made comments, the majority had accepted the proposed changes and only one had not accepted the document. Many of the suggestions that the Town and Parishes had made, had been incorporated into the revised Charter documents.

Discussion took place with regard to:

- Why the Town and Parish Charter was coming to the Scrutiny Committee before it went to the Community, People and Equalities PDG. This was at the request of the Scrutiny Committee when they added items to their work plan.
- That this was the final document, subject to any comments that District Councillors wished to make.
- The role of the District Council Chairman in relation to the Town and Parish Councils. The local District Councillors and the Cabinet Member for Parish and Community Engagement were there to answer queries and liaise with Town and Parish Councils but the District Council Chairman was ultimately responsible.
- Regarding major planning applications A3 notices would be displayed prominently adjacent to the proposed site.
- That all feedback from the Town and Parish Councils had been included within the committees' papers. Approximately half of councils had not responded and so that had been taken as acceptance.

The Chairman commented that this was an important document, partnerships with Towns and Parishes was the way forward and he wished the Cabinet Member for Parish and Community Engagement and the Town and Parish Liaison Officer all the best with the progress.

Note: * Report previously circulated.

10 **PORTFOLIO PRESENTATION FROM THE CABINET MEMBER FOR HOUSING AND PROPERTY SERVICES - WITHDRAWN**

This item was withdrawn prior to the meeting.

11 **WORK PROGRAMME (0:30:21)**

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

The Clerk took the Committee through the Work Programme and highlighted the following:

- He was awaiting confirmation from the Cabinet Member for Housing, Assets and Property as to when would be convenient for him to give his Portfolio Presentation and that may mean that other Portfolio presentations were moved to accommodate it.
- The Community Safety Partnership briefing would not be ready for the July meeting and so would move to the 9 September meeting.
- For the moment nothing would be scheduled for the 12 August meeting so that if no items were called in from Cabinet, that meeting could be cancelled to reflect that a number of Members and officers may be away.
- A report would need to be prepared on Solar Panel and Anaerobic Digesters so that would come to the 30 September meeting.

Discussion took place with regard to:

- Inviting South West Water to address the Committee following completion of the Water Cycle study. The work for the Water Cycle had been out to tender and a consultant had been or was about to be selected so this work was slightly behind schedule. An interim update was to be scheduled in the Work Plan in the autumn.
- The Cullompton Infrastructure update report to come to the 9 September meeting. The Council were in discussions with Homes England but had been told that they would not hear anything until after the General Election. A request was made that the report include both private and public sector involvement.
- The Cabinet Member for Finance had mentioned a land sale that was imminent and would unlock 70 affordable homes, the Committee requested an update be provided at their next meeting on 15 July.
- An update was requested on the Council being a “Trauma Informed Council”.
- Whether it would be appropriate at the Committee meeting on 15th July to look at the impact of the structure of the new Government on Mid Devon District Council’s priorities and specifically the next Plan Mid Devon.
- Could both the “Void Properties” and “Air Management Control” items be brought forward on the Work Plan?

Note: - * Forward Plan and Scrutiny Committee Work Programme previously circulated.

(The meeting ended at 6.18 pm)

CHAIRMAN

Report for: Scrutiny Committee

Date of Meeting:	15 July 2024
Subject:	Care Leaver Friendly Employer Charter
Cabinet Member:	Cllr Jane Lock, Deputy Leader & Cabinet Member for Working Environment
Responsible Officer:	James Hamblin, Operations Manager – People Services Matthew Page, Head of People, Performance and Waste
Exempt:	N/A
Wards Affected:	All
Enclosures:	Appendix 1 - Care Leaver Friendly Employer Charter

Section 1 – Summary and Recommendation(s)

Following the publication of the ‘Keep on Caring’ policy document in 2016, the Council has the opportunity to cement our commitment to Care Leavers by signing the Care Leaver Friendly Employer Charter. This commitment will follow examples set elsewhere within the county and emphasise our commitment to supporting care experienced young people in the Mid Devon area.

Recommendation(s):

- 1. That Scrutiny committee notes the intent for a report to go to Cabinet recommending that Mid Devon District Council signs the Care Leaver Friendly Employer Charter as outlined in Appendix 1.**
- 2. That Scrutiny committee provides any feedback relevant to inform the report and advice that goes to Cabinet.**

Section 2 – Report

1.0 Introduction

- 1.1** In 2016 the Government’s ‘Keep on Caring’ policy document was published with the aim to support young people from care to independence. As part of

this policy, a pledge was made to introduce the national Care Leaver Covenant. The Covenant is focused on Care Leavers aged 16-25 to help them live independently, aiming to commit organisations to provide additional support for those leaving care, including commitments from an employment perspective.

- 1.2 The Covenant has been supported by other local authorities and public bodies such as South Hams and West Devon Borough Council, Bath and North East Somerset Council, and the University of Exeter and University of Plymouth.

2.0 The Charter

- 2.1 In agreeing to The Charter put forward, the Council will be making a commitment in the areas of Recruitment, Tracking and Development to Care Leavers in the Mid Devon area. Full details of pledge can be seen in Appendix 1.
- 2.2 Over time this commitment can be reviewed and where appropriate additional measures added or existing measures amended to reflect the employer offering put forward by the Council.
- 2.3 A key commitment made would be focused on our existing recruitment vendors/partners to adopt principles contained within The Charter.

3.0 Conclusion and Recommendations

- 3.1 Our support to Care Leavers in Mid Devon District Council is wide ranging and including a Council Tax reduction policy and free Leisure membership. At present an employment commitment has not been made. The Charter puts in place the opportunity for the Council to take a clear stance.

Financial Implications

Acknowledging the commitments contained within The Charter there will be a requirement to update both process and relevant forms. Additionally acknowledging the possible time spent by employees supporting Care Leavers, such as being assigned as a 'workplace buddy', there will be a cost in terms of staff time.

Legal Implications

By the very nature of The Charter, we will be treating a certain population within Mid Devon differently to the wider population. However whilst being a Care Leaver is not a protected characteristic from an Equality Act (2010) perspective, Devon County Council formally agreed to treat children and young people who have experienced care with protected characteristic status. Nevertheless, supporting Care Leavers is an expectation when considering our corporate parenting role. The Council does already support groups that are not identified under the Equality Act 2010 (e.g. Armed Forces Covenant).

Risk Assessment

Risks have been identified within the legal implications of this paper.

Impact on Climate Change

There are no implications regarding climate change.

Equalities Impact Assessment

EIA screening has been completed and reviewed by the Head of People, Governance and Waste. A full EIA will be completed when reviewing policy.

Relationship to Corporate Plan

The report highlights the opportunity for the Council to support the local population with employment and work experience opportunities

Section 3 – Statutory Officer sign-off/mandatory checks

Statutory Officer: Andrew Jarrett

Agreed by or on behalf of the Section 151

Date: 02 July 2024

Statutory Officer: Maria de Leiburne

Agreed on behalf of the Monitoring Officer

Date: 02 July 2024

Chief Officer: Stephen Walford

Agreed by or on behalf of the Chief Executive/Corporate Director

Date: 02 July 2024

Performance and risk: Steve Carr

Agreed on behalf of the Corporate Performance & Improvement Manager

Date: 01 July 2024

Cabinet member notified: Yes

Report: Exclusion of the press and public from this item of business on the published agenda on the grounds that it involves the likely disclosure of exempt information. No

Appendix: Exclusion of the press and public from this item of business on the published agenda on the grounds that it involves the likely disclosure of exempt information. No

Section 4 - Contact Details and Background Papers

Contact: James Hamblin, Operations Manager People Services

Email: JHamblin@middevon.gov.uk

Telephone: 01884 234203

Background papers:

Care Leavers Covenant

Keep on Caring Policy (2016)

Council Tax Reduction Policy

Care Leaver Friendly Employer Charter

Recruitment

- Work with the Covenant team to promote appropriate opportunities to the care leaver community through targeted means (including but not limited to the Covenant app, website, social accounts).
- Create a Special Point of Contact at our organisation who care leavers can contact – for guidance - before, during and after their application process (when applying for a job).
- Offer a guaranteed interview (and constructive feedback) to applicants who identify as care experienced and meet minimum criteria for the role.

Tracking

- Create a 'tick box', or similar mechanic, within application forms or ATS in order to track progress of care leaver applicants or;
- Manually record applicants from the care leaver community (when they declare) to track progress of care leaver applicants.
- Encourage recruitment vendors/partners to also adopt these tracking principles and share care leaver applicant progress with us.

Development

- Assign a workplace buddy for our care leaver employees to provide informal support and guidance and help in navigating the organization.
- Create and communicate clear boundaries and high expectations for our care leaver employees to ensure their time with us is a growing and challenging one.
- Approach our care leaver employees' professional challenges with compassion and empathy, recognizing that there may be a high level of disruption in their personal lives.

By signing below, we declare ourselves a Care Leaver Friendly Employer and - once we start promoting opportunities - a signatory of the Care Leaver Covenant. We are happy to be recognised as such on Care Leaver Covenant platforms.

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Equality Impact Assessment

Purpose of the Equality Impact Assessment process:

The Equality Act (2010) introduced the [Public Sector Equality Duty](#) (PSED) requiring public bodies to give due regard to the need to:

- Eliminate unlawful discrimination
- Advance equality of opportunity
- Foster good relations

Consideration must be given to the protected characteristics covered by the Equality Act (2010). Assessments should consider relevant evidence relating to persons with protected characteristics in relation to assessments of potential impact.

The purpose of an Equality Impact Assessment (EIA) is to ensure that policies, functions, plans or decisions (hereafter referred to as 'policy/ decision') do not create unnecessary barriers for people protected under the Act. Where negative impacts are identified these should be eliminated or minimised, and opportunities for positive impact should be maximised. An EIA is not required for a decision in relation to an individual.

Screening is a short exercise to determine whether a policy/ decision is relevant to equalities, and if so, whether a full EIA should be conducted.

Section 1: Equality Impact Assessment Screening

Basic Details	
Title and description of the policy/ decision:	Care Leaver Friendly Employer Charter
Job title of the person(s) undertaking the assessment:	Operations Manager – People Services
Council service:	Whole Council
Date of assessment:	19/06/2024

What are the aims, purposes, objectives and proposed outcomes of the policy/ decision?
To support care experience young people in the Mid Devon area regarding work. For the Council to adopt the Care Leaver Friendly Employer Charter as outlined in Appendix 1 of the paper. Key themes of this relate to recruitment and how we promote opportunities, Tracking to understand applicant progress and Development to state our support provided during employment.

Further Details	
Who may be affected by the policy/ decision?	Staff, Mid Devon residents
How have stakeholders been involved in the development of the policy/ decision? E.g. a consultation exercise	No involvement.
Will there be scope for prompt, independent reviews and appeals against decisions arising from the policy/ decision?	Concerns can be raised to the People Services department. Subject to where the complaint comes from this could be dealt with via the complaints procedure or a grievance.

To which part(s) of the Public Sector Equality Duties is the policy/ decision relevant:	Yes	No	Details
1. Eliminate unlawful discrimination	<input type="checkbox"/>	<input type="checkbox"/>	
2. Advance equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	By enhancing the support to apply for roles and be supported during employment. Note being a care leaver is not a protected characteristic in Equality Act 2010.
3. Foster good relations between different groups	<input type="checkbox"/>	<input type="checkbox"/>	

Which of the protected characteristics is the policy/ decision relevant to?

Tick and briefly describe any likely equalities impact (positive, negative, or neutral)

Characteristic	Positive	Negative	Neutral	Comments
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Being a care leaver is not a protected characteristic outlined in the Equality Act

Characteristic	Positive	Negative	Neutral	Comments
				2010. Mid Devon may be home to care leavers with one re more protected characteristics. This support is specifically focused on those up to the age of 25.
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Pregnancy/ maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Marriage and Civil partnership*	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

*Applies only to Employment and the duty to give regard to the elimination of discrimination.

Decision by Corporate Manager to recommend this policy/ decision for an Equality Impact Assessment?

No

If the answer is “Yes”, please continue to the Section 2 and complete the Equality Impact Assessment. If the answer is “No”, please give a brief reason here.

Policy change will result in the EIA being reviewed

EIA Screening Complete

Section 2: Equality Impact Assessment

Evidence and Consultation

What existing sources of information have you gathered to help identify how people covered by the protected characteristics may be affected by this policy/ decision? E.g. consultations, national or local data and/or research, complaints or customer feedback. Please identify any gaps in the available information that might make it difficult to form an opinion about the effect of the policy on different groups.

Please complete this table for all the Protected Characteristics. If you have identified any negative impacts you will need to consider how these can be justified or where possible mitigated either to reduce or remove them. (Please add rows where needed)

Protected Characteristic	Potential Impacts/ Issues Identified/ Opportunities identified	Mitigation required (action) or Justification	Lead Officer and target completion date	What is the expected outcome from the action?
Sex				
Age				
Disability				
Religion or Belief				
Race				
Sexual Orientation				
Gender Reassignment				

Protected Characteristic	Potential Impacts/ Issues Identified/ Opportunities identified	Mitigation required (action) or Justification	Lead Officer and target completion date	What is the expected outcome from the action?
Pregnancy/ maternity				
Marriage and civil partnership*				

*(Applies only to Employment and the duty to give regard to the elimination of discrimination)

Please provide details of arrangements to monitor and review the policy/ decision and any mitigating actions or actions to promote equality:

Please state where the EIA will be published (e.g. on the Mid Devon District Council website):

=====

Equality Impact Assessment Sign off

For completion by Corporate Manager

Are you prepared to agree and sign off the EIA?

Yes **No**

If "No", provide details of why and next steps:

Name:

Job Title:

Date:

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Report for: Scrutiny Committee

Date of Meeting:	15 July 2024
Subject:	Annual Performance Report 2023/24
Cabinet Member:	Cllr Luke Taylor, Council Leader
Responsible Officer:	Matthew Page, Head of People, Performance & Waste. Steve Carr, Corporate Performance and Improvement Manager
Exempt:	N/A
Wards Affected:	All
Enclosures:	Appendix 1: Homes Appendix 2: Environment Appendix 3: Economy Appendix 4: Community Appendix 5: Corporate Performance

Section 1 – Summary and Recommendation(s)

To provide Members with an annual report on performance against the Corporate Plan and local service targets for 2023/24.

Recommendation(s):

- 1. Members review and scrutinise the Performance Indicators and information detailed in this report.**

Section 2 – Report

1.0 Introduction

- 1.1 The Council's Corporate Plan was adopted in February 2020. It sets out the council's aims and priorities, and provides an explanation of the Council's thinking and the key actions it would deliver on these priorities.
- 1.2 This report provides a year end analysis of the overall performance position for the period of 2023/2024. Appendices 1-5 provide details of performance against the Corporate Plan and local service targets for 2023/24.

- 1.3 The Corporate Plan has four themes: Homes, Environment, Economy, and Community. Climate Change is a cross cutting theme of the Plan. Alongside the performance reporting of the Corporate Plan, the council presents performance information on a wide range of corporate performance indicators, these are detailed in Appendix 5.
- 1.4 The Corporate Plan was adopted in February 2020. The four years since the adoption of the plan have seen major changes locally, nationally and globally as a result of the COVID-19 pandemic, war in Europe, and the cost of living crisis.
- 1.5 Given the impact of the COVID-19 pandemic, the Council conducted a Mid-Point review of the Corporate Plan in April 2022. This found that elements of the Plan were no longer deliverable within the timescales of the Plan, however it was agreed not to make any alterations to the Plan to ensure that line of sight on the priorities was maintained.
- 1.6 The Council is preparing a new Corporate Plan for 2024-28. A draft version was presented to the 04 June Cabinet meeting, and at the time of drafting this report it is under review by all the Council's Policy Development Groups before a final version is considered by Cabinet (09 July 2024), and then Full Council (17 July 2024). This is the final report on the Corporate Plan 2020-24.

2.0 Performance Analysis for 2023/24

Homes Portfolio

- 2.1 The number of households who considered themselves as homeless that approached the Council's housing advice service for Quarter 4 was 201, a total of 802 households in 2023/24 (compared to 838 in 2022/23), Figure 1.

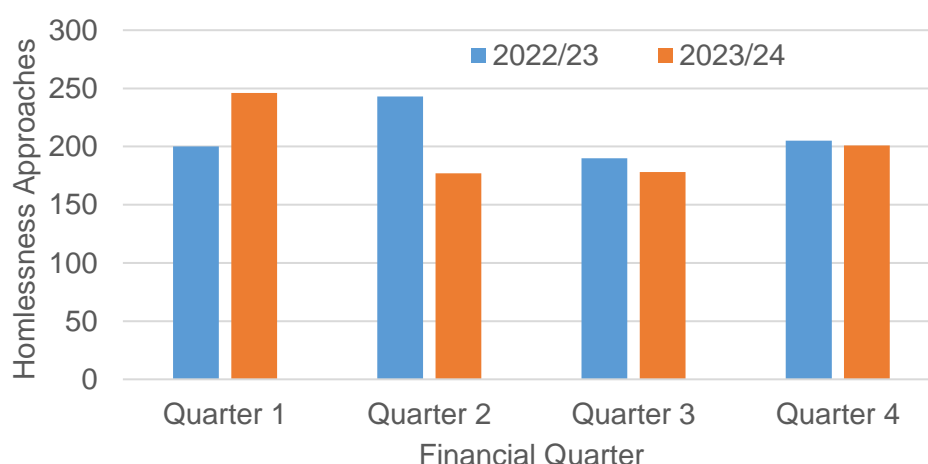


Figure 1: Homelessness approaches per quarter, 2022/23 to 2023/24.

- 2.2 Council Housing performance data for 2023/24 is shown in Table 1.

Table 1: Council housing performance indicators, 2022/23 and 2023/24.

Indicator	2022/23	2023/24	Target (2023/24)
Emergency repairs completed on time	99.7%	99.0 %	100%
Urgent repairs completed on time	99.0%	98.4 %	95.0%
Routine repairs completed on time	98.4%	99.1 %	95.0%
Properties with a valid gas safety certificate	99.8%	100.0 %	100.0%
Housing complaints responded to on time	100%	97.7 %	95.0%

Environment Portfolio

2.3 Levels of household waste collected performed ahead of target for 2023/24 and was 14% lower than in 2021/22, Figure 2.

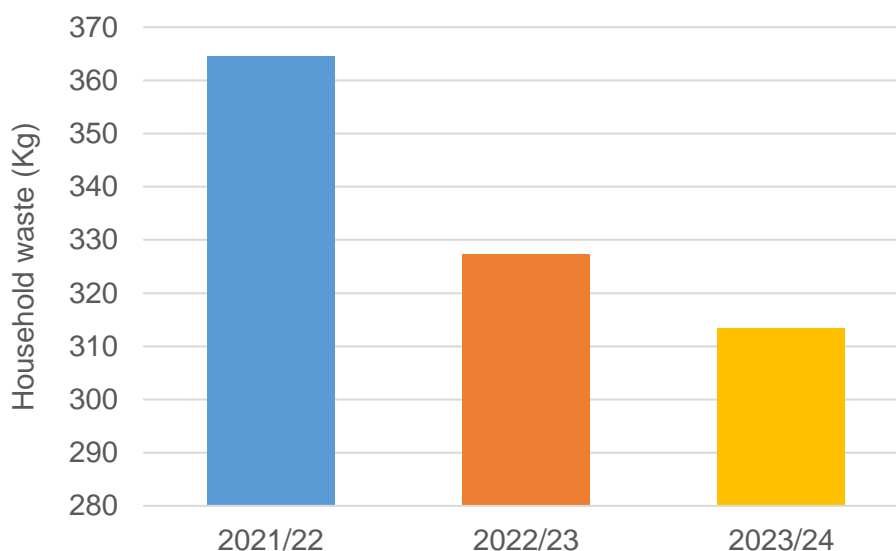


Figure 2: Household Waste per Household (Kg), 2021/22 to present.

2.4 The household recycling rate in 2023/24 was 57.85 %, above the target set (56.5%). This represents sustained growth in the district's recycling rate (53.4% in 2021/22; 55.4% in 2022/23). The Council is making good progress to meet Government guidelines to recycle 65% of household waste by 2035 and Devon's proposed 60% target rate by 2025.

2.5 Households opted into chargeable garden waste collections is 12,239 (March 2024) compared to 12,009 last year (March 2023).

2.6 Levels of missed bin collections were higher than the target in April 2023. Overall performance levels continued to increase throughout 2023/24, although overall targets for the year were missed.

- 2.7 50 fixed penalty notices (Environment) were issued in 2023/24. One of the objectives for the Environment and Enforcement service is to educate the public and ensure a balanced and proportionate approach to enforcement activity. This will enable the service to build public confidence in our enforcement practice.

Climate Change Portfolio

- 2.8 To date, the Council has installed three electric vehicle charger units, each with two charging points. Lease arrangements are being finalised for 3 new sites (one charger at each site). The number of charging point uses in 2023/24 was 4,353, compared to 4,716 in 2022/23, and 4,639 in 2021/22.
- 2.9 Approximately half of The Council’s building electricity supply is on a 100% renewable electricity tariff (Phoenix House, Exe Valley, and Tiverton Pannier Market. Cabinet renewed the Council’s contract with LASER for gas and electricity for four years (01 October 2024 to 30 September 2028), based on factors including the soundness of the procurement route and the framework performance track record. Cabinet also agreed a commitment to renewable electricity tariffs, seeking to achieve 100% renewable electricity supply within two years. A move to 100% renewable can avoid carbon emissions circa 560 tCO2e annually.
- 2.10 The £2.8m renewable heat projects at Exe Valley Leisure Centre and Lords Meadow Leisure Centre have been completed.

Economy Portfolio

- 2.11 The number of empty business properties is measured by the number of national non-domestic rates (NDR) accounts receiving empty property relief. There were 218 empty business properties in March 2024, Figure 3.

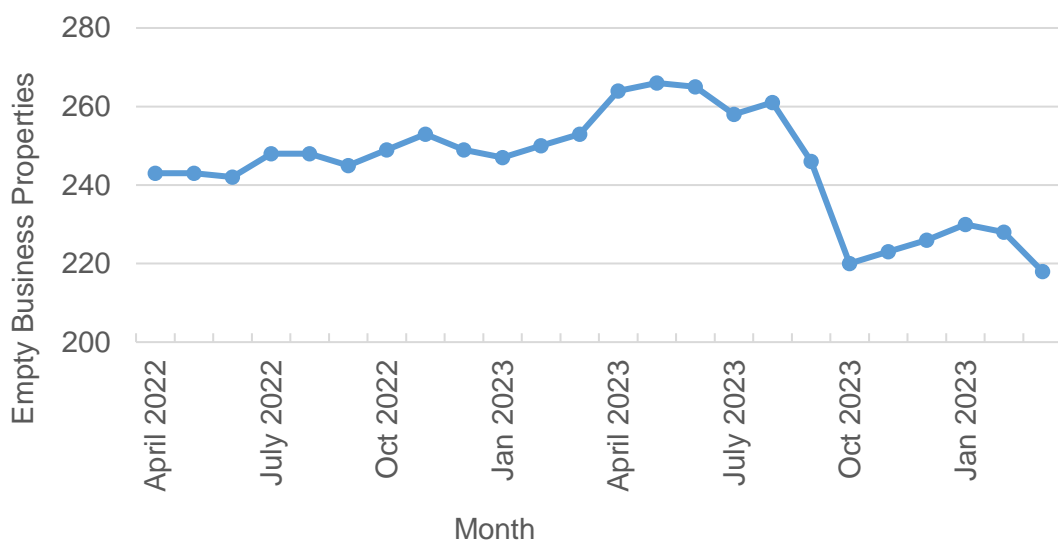


Figure 3: Number of empty business properties, 2022/23 – 2023/24.

- 2.12 The number of regular traders at the Pannier market was 86% for 2023/24, exceeding the target of 85%. This represents an increase on the previous year (85%; 2022/23). Table 2.

Table 2: Regular Traders at the Tiverton Pannier market, 2022/23 to present

Financial Year	Quarter	Regular Traders
2022/23	1	85%
	2	87%
	3	87%
	4	81%
2023/24	1	89 %
	2	85 %
	3	88 %
	4	81 %

- 2.13 The number of regular traders at the Pannier market can also be considered by trading day. For Quarter 4 2023/24, the occupancy rate was: Tuesday (73%); Friday (84%); and Saturday (85%).

Community Portfolio

- 2.14 There were 486 complaints in 2023/24. 92% of complaints were resolved within the relevant target timescales (target was 95%).
- 2.15 Health Referral Initiative starters was 124 in 2023/24, lower than in 2022/23 (149). The number of Health Referral Initiative Completers was 72 and the number of Health Referral Initiative Conversions was 61.

Corporate Portfolio

- 2.16 Total Council Tax collected was 97.51% in 2023/24 (97.1% in 2022/23, target of 96.5%).
- 2.17 99.4% of National Non Domestic Rate (NNDR) was collected in 2023/24 (96.8% in 2022/23, target of 97.0%).
- 2.18 The proportion of working days/ shifts lost due to staff sickness absence per full time equivalent employee was 3.93% in 2023/24. This is higher than for 2022/23, 3.67%.
- 2.19 Staff turnover at the Council for 2023/24 was 17.0%, Figure 4.

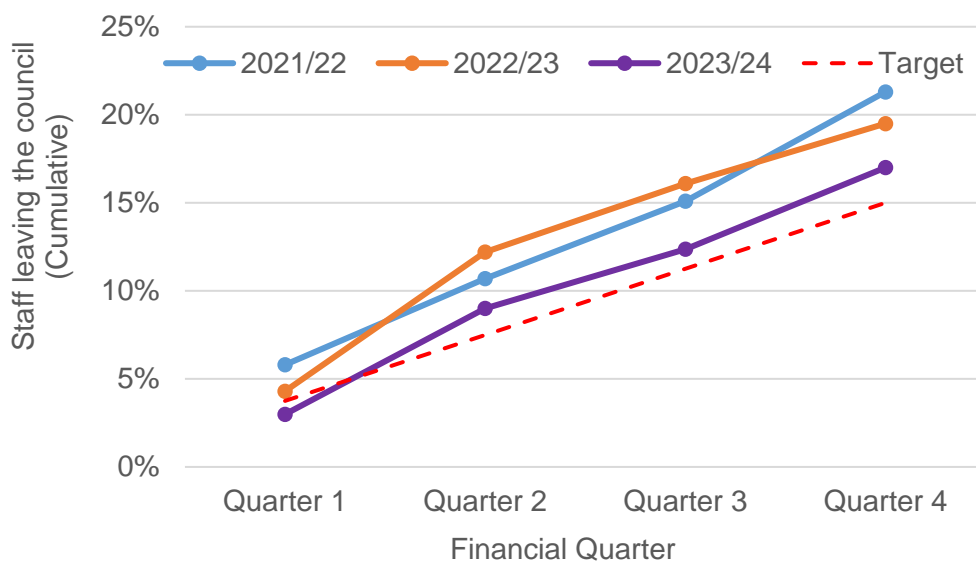


Figure 4: Staff Turnover per financial quarter, 2021/22 to 2023/24.

Financial Implications

There are no direct financial implications arising from this report. However, if performance is not at the expected or desired level then resources may need to be reviewed or redirected to improve performance. Policy Development Groups, Planning committee and Cabinet have started to receive Performance Dashboards each quarter. These Dashboards present performance, finance, and risk information together to enable simultaneous consideration of these related aspects.

Legal Implications

There are no direct legal implications arising from this report. However, if the performance of some indicators is not at required levels, there is a risk of legal challenge. Performance management helps the council meet its duties in relation to Value for Money.

Risk Assessment

If performance is not managed we may not meet our corporate and local service plan targets or take appropriate corrective action. Equally risks may arise which impact the council's ability to deliver its corporate priorities. Corporate Risks are identified through the council's Corporate Risk Register and these represent the strategic risks most likely to impact on the council achieving its corporate priorities.

Impact on Climate Change

A cross cutting theme of the Corporate Plan is climate change. Given this, several performance indicators are related to our corporate ambition to reduce carbon

emissions. Managing the performance of these can help evaluate the impact of Council interventions as well as guide future decisions on spend and investment.

Equalities Impact Assessment

The council has a duty to understand its residents, user groups and customers. Customer feedback (e.g. complaints) can help the council identify any groups of people who may potentially be experiencing a less satisfactory level of service. When reviewing performance and making recommendations on priorities, the Council should be mindful to consider how services might impact on different sections of the community. The council has reviewed and implemented a revised approach to undertaking Equality Impact Assessments.

Relationship to Corporate Plan

Corporate Plan priorities and targets are managed and scrutinised on a regular basis using appropriate performance indicators as detailed in this report.

Section 3 – Statutory Officer sign-off/mandatory checks

Statutory Officer: Andrew Jarrett
Agreed by or on behalf of the Section 151
Date: 18 June 2024

Statutory Officer: Maria de Leburne
Agreed on behalf of the Monitoring Officer
Date: 18 June 2024

Chief Officer: Stephen Walford
Agreed by or on behalf of the Chief Executive/Corporate Director
Date: 18 June 2024

Performance and risk: Steve Carr
Agreed on behalf of the Corporate Performance & Improvement Manager
Date: 17 June 2024

Cabinet member notified: yes

Report: Exclusion of the press and public from this item of business on the published agenda on the grounds that it involves the likely disclosure of exempt information. (No)

Appendix: Exclusion of the press and public from this item of business on the published agenda on the grounds that it involves the likely disclosure of exempt information. (No)

Section 4 - Contact Details and Background Papers

Contact: Dr Steve Carr, Corporate Performance and Improvement Manager

Email: scarr@middevon.gov.uk

Telephone: 3CX Ext. 4217

Background papers: Corporate Plan 2020-24, Corporate Plan 2020-24 – Mid Point Review.

Homes Theme 2023/24

Aim: Deliver more affordable housing and greater numbers of social rented homes

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Additional homes completed (net)	358	237	254	495	393	Green
Self Build Plots	1	12	5	11	5	Green
Gypsy and Traveller Pitches completed	1	1	0	1	2	Red
Affordable homes completed (gross)	30	24	23	88	94	Amber
Homelessness approaches – advice given	587	675	838	802	800	Green

Aim: Work with Community Land Trusts and other organisations to deliver homes retained in perpetuity for local need and Aim: Support the establishment of Community Land Trusts in partnership with parish councils and other local bodies

- The Council's Housing Enabler Officer continues to support active Community Land Trusts (CLTs) and encourage other communities to establish community led housing projects. Ongoing support is being provided to Thorverton including Stage 2 Feasibility Community Housing Funding, as well as technical support in terms of advice and commentary on site options. Support is also being provided to Chawleigh to assist delivery of their scheme for 10 social rent affordable homes and Sampford Peverell CLT who are currently progressing site work to inform a planning application.

Aim: Work with landlords to ensure the high quality of homes in the private rented sector

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Deliver homes by bringing Empty Houses into use	101	54	14	14	N/A	N/A
Houses in Multiple Occupation (HMOs) investigations	96%	100%	96%	100%	95%	Green
Landlord Engagement and Support	14	14	9	9	9	Green

- A new Housing Initiatives Officer post was appointed in summer 2022. This post has focused on supporting homelessness prevention including the two new former HMO properties which will be permanent homelessness accommodation going forward. Of these, Belmont Rd is now complete and will be occupied very soon, St Pauls is partly occupied but due a refurbishment in 24/25 to maximise accommodation. This, alongside implementing Local Authority Housing Fund funding to acquire ten properties in 23/24 which are ring-fenced for family refugee accommodation, will avoid significant pressures otherwise on temporary accommodation. Longer term these are assets Council owned and will be available for general homelessness use.
- The Council completed investigations on 100% of notified potential HMOs in 2023/24, above the target of 95%.
- Nine landlord engagement and support activities were undertaken in 2023/24

Aim: Lobby to see the abolition of the ‘Right-to-Buy’ or the devolvement of discounting powers to individual local housing authorities

- Ongoing active participation in Department for Levelling Up Housing and Communities (DLUHC)/ Local Government Association Local Authority Strategic Housing Advisory Group nationally. Recent additional flexibilities announced by DLUHC including 100% retention of Right-To-Buy receipts for 2-years and reduced Local Authority social housing borrowing costs under PWLB. Despite this lobby and DLUHC support, Treasury withdrew these flexibilities at the most recent Budget. Nonetheless, the Council used the flexibilities to enable Mid Devon Housing to increase acquisition of buy-back properties and to support the major acquisition of St George’s Court.

Aim: Promote the regeneration of our town centres by working with landlords and property developers to improve and increase the supply of quality housing

- Performance for this aim is captured within the Economy Aim: “Identify strategic and tactical interventions to create economic and community confidence and pride in the places we live. This includes a continued focus on Town Centre Regeneration.”

Aim: Introduce zero carbon policies for new development

- Policy development in this area is subject to Planning Policy/ Law.
- Officers are preparing a Draft Policies and Site Options report for Plan Mid Devon (the new local plan). Once completed, it is intended this will be published for public consultation in autumn 2024. The report will include draft policies for responding to the climate emergency and moving to a new zero-carbon future through the development and use of land and buildings. A suite of 11 emerging draft policies in relation to climate change and zero carbon were presented to the Planning Policy Advisory Group meeting on the 11th March 2024.

Aim: Encourage the piloting of Modern Methods of Construction (MMC) and self-build opportunities

- Officers are preparing a Draft Policies and Site Options report for Plan Mid Devon (the new local plan). Once completed, it is intended this will be published for public consultation in the autumn 2024. A suite of emerging draft policies for meeting housing need were presented to the Planning Policy Advisory Group meeting on 30th April. These include a policy to support development proposals involving modern methods of construction, where these can help achieve high quality design and environmental standards and a more expedient delivery of new homes. Mid Devon Housing modular housing programme is planned at 50% minimum modular MMC properties with up to 80% possible. 50 units minimum p.a. to net zero standard. The first scheme at St Andrew was completed in 23/24 and is fully occupied. A strong pipeline of sites are under development or have planning permission with Shapland Place due completion very soon and work commenced on Crofts in Sandford.

Aim: Use new development as opportunities to help communities to become increasingly sustainable and self-sustaining at neighbourhood level (district heating, energy use, recycling/re-use systems etc)

- Ongoing Mid Devon Housing social housing development programme up to 80% modular certified zero-carbon as set out above, with the remainder traditional build properties. These will be high energy efficiency properties (A+ EPC rated) increasing overall sustainability of the programme with ultra-low energy consumption and costs for tenants.

Aim: Work with local stakeholders to initiate the delivery of the new garden village at Culm

- Culm Garden Village has comprehensive governance arrangements which facilitates the involvement of key stakeholders allowing them to participate in shaping the future community and support delivery. These good and positive arrangements were reviewed following an audit review and the project team continues to foster positive and productive relationships with stakeholders.

Aim: Support and grow active tenancy management

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Emergency repairs completed on time	104.2%	100.0%	99.7%	99.0%	100.0%	Amber
Urgent repairs completed on time	99.9%	99.3%	99.0%	98.4%	95.0%	Green
Routine repairs completed on time	99.6%	98.8%	98.4%	99.1%	95.0%	Green
Properties with a valid gas safety certificate	99.4%	99.4%	99.8%	100.0%	100.0%	Green
Housing complaints responded to on time	100.0%	98.8%	100.0%	97.7%	95.0%	Green

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Environment Theme 2023/24

Aim: Encourage retro-fitting of measures to reduce energy use in building

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Corporate Renewable Energy Projects	1	8	5	3	2	Green
Housing Assistance Policy (Retro-fit schemes supported)	5	28	11	1	N/A	N/A
Home Improvement Loans sanctioned	10	5	14	16	10	Green

- From October 2023, the Council switched all electricity supplies to renewable tariff backed by REGO (Renewable Energy Guarantees of Origin).
- Two projects to decarbonise heating and cooling systems at Exe Valley and Lords Meadow leisure centres were completed. These projects used combined arrays of ground-source and air-source heat pumps to capture renewable heat. At Lords Meadow leisure centre the wood biomass renewable heating system was also upgraded. Extra renewable power will now be generated by new solar photovoltaic panel arrays - roof mounted at Lords Meadow, and solar car ports at Exe Valley. Efficiency gains will be achieved with integrated new building management systems. New systems being commissioned and tested to the required standards.
- Retrofit LED lighting units were installed for the remaining all-weather pitches at leisure centres.
- The Housing Assistance Policy (retrofit schemes) grant scheme has ended.
- Home Improvement Loans worth £107,116 were drawn down in 2023/24 to cover a range of home improvements, including disabled adaptations and energy efficiency measures as well as general home repairs

Aim: Encourage “green” sources of energy, supply new policies and develop plans to decarbonise energy consumption in Mid Devon

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Electric Car Charger usage (Number of uses)	1,867	4,639	4,716	4,353	4,000	Green
Electric Car Charger Units	6	6	6	6	8	Red

- There are six electric car charger units installed at council leisure centres: Culm Valley, Exe Valley, Lords Meadow. These are owned and operated by Instavolt through a lease with the council.
- During 2022 by participating in Devon's DELETTI partnership, and through negotiation by the Climate and Sustainability Specialist, the Council secured 6 rapid chargers - each with 2 charge points (total = 12 new charge points). The installations are expected during 2024 at Council car parks: Crediton Market Street, Crediton High Street, Cullompton Forge Way; Tiverton William Street; Tiverton Pannier Market; Tiverton Westexe South. These will be owned and operated by Wenea/Gamma through a lease with MDDC. Civil engineering works completed at the first phase of three sites. Leases finalised for three sites in the second phase of installations.

Aim: Identify opportunities to work with landowners to secure additional hedgerow planting, biodiversity and reforestation

- Community climate and biodiversity grants: Funding now agreed, grant scheme being developed.

Aim: Consider promoting the designation of the Exe Valley as an Area of Outstanding Natural Beauty (AONB)

- This aim was determined as not deliverable within the period of the Corporate Plan as part of the Mid-Point review.

Preliminary research project could be devised to understand the scope and scale of the challenge, albeit early estimates suggested a timeframe of many years and a cost in excess of £250k. No budget or resource has been identified for this work and it is not currently being progressed.

Aim: Encourage new housing and commercial developments to be “exemplars” in terms of increasing biodiversity and reducing carbon use.

- Officers are preparing a Draft Policies and Site Options report for Plan Mid Devon (the new local plan). Once completed, it is intended this will be published for public consultation in the autumn 2024. The report will include draft policies for responding to the climate emergency and moving to a new zero-carbon future through the development and use of land and buildings. A suite of 11 emerging draft policies in relation to climate change and zero carbon were presented to the Planning Policy Advisory Group meeting on the 11th March 2024. The Draft Policies and Site Options report will also include one or more policies for the purpose of securing biodiversity net gain in new development. The national mandatory requirement for securing at least 10% biodiversity net gain in new development came into force on 12th February 2024. The Council's Planning and Legal Services teams are working together to implement this national mandatory requirement, with support

from Devon County Council's Ecologist through a three year Service Level Agreement. Costs associated with this work that have been incurred by the Council have been recovered through DEFRA grant funding.

Aim: Increase recycling rates and reduce the amounts of residual waste generated

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Household waste collected per household (kg)	364.5	364.5	327.3	313.3	330.0	Green
Household recycling rate	53.5%	53.4%	55.4%	57.9%	56.5%	Green
Households on Chargeable Garden Waste	11,653	11,882	12,009	12,239	11,800	Green
Missed refuse/food/garden collections - collection crew error	0.02%	0.02%	0.04%	0.03%	0.03%	Red
Missed Recycling/Food Collections - collection crew error	0.02%	0.03%	0.05%	0.04%	0.03%	Red
Fixed Penalty Notices Issued (Environment)	10	0	37	50	N/A	N/A

- Over the past year the amount of household waste collected per household has decreased from 327.3 kg to 313.3 kg.
- The household recycling rate has increased to 56.5% (2023/24).
- Missed bin collections were lower in 2023/24 than in the previous year, however did slightly exceeded our performance target.

Aim: Explore large-scale tree-planting projects and re-wilding to enhance biodiversity and address carbon pressures

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Corporate Tree Planting Scheme	0	650	1,192	560	500	Green

- During 2023/2024, the Council planted 56 large 'standards' - these are tall trees, placed at wide spacings to allow for growth. Standards are equivalent to 10 'whip' sized tree saplings, so 56 is equivalent to 560 whips. This means the Council met the annual tree target in 2023/24 (500 whips).

Aim: Promote sustainable farming practices in partnership with local farmers, district and county councils; including research into best practice re better soil management and animal husbandry

- Farmer engagement supported through joint work e.g. partner organisations at the Mid Devon Show and the Devon County Show; also through partnership schemes e.g. Creedy Catchment Crayfish Conservation Project, and Connecting the Culm.

Aim: Work with parish and town councils to promote the development and retention of parks and play areas across the district

- Work on this continues and talks with Town and Parish Councils are on-going. This was included as a topic for the annual State of the District Debate that took place on 20 March 2024. We are following up on the issues and opportunities raised.

Aim: Support community activities that improve the environment such as litter picks, guerrilla gardening, or community adoption of assets.

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Community Schemes (Environmental)	0	8	14	20	4	Green

The majority of the activities listed below were undertaken by our Climate and Sustainability Specialist.

- Actively engaging with community projects/ networks/ groups/ individuals - also local farmers and other enterprises with a green agenda/ project/ exemplar. Proactively promoting the sustainability projects and activities of community schemes on the Sustainable Mid Devon website (resource map, events and news, etc.).
- Community liaison a range of stakeholders, including: Aggregate Industries UK (community tree planting); Blackdown Hills Transition; Connecting the Culm; Creedy Catchment Crayfish Project; Exeter Community Energy; Mid Devon Parish Wildlife Warden Scheme; New Prosperity Devon; Newton Environmental Wellbeing; Sustainable Bradninch; Sustainable Cridton; Sustainable Tiverton; Uffculme Green Team; Community Action Groups (CAG) Devon, the Recycle Devon team, and tenants of Mid Devon Housing.
- Attended Devon County Show 2023: Worked with Devon Climate Emergency and liaised with Recycle Devon and CAG Devon. Topical theme: net zero visions.
- Devon Local Nature Partnership 2023 Spring Conference: liaised with Mid Devon Parish Wildlife Warden Scheme; Connecting the Culm; Creedy Catchment Crayfish Project; Sustainable Bradninch; Uffculme Green Team.
- Liaised with nature campaigners to review and promote nature-friendly management of Council green spaces.

- Liaised with a number of Parish and Town Councils on the topic of Biodiversity, as part of the State of the District Debate.

Other Performance Indicators

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Council Carbon Footprint (tCO ₂ e)	14,717	16,415	17,730	TBC	17,187	TBC

The council's carbon footprint report is commissioned in May (work completed by University of Exeter) and data will be available later in the financial year. The increase in the carbon footprint in 2022/23 is largely due to investments in renewable technologies, which will reduce our climate impact in future years.

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Economy Theme 2023/24

Aim: Work with developers to secure our ambitious plans for the J27 'Devon Gateway' development site

- Periodic engagement continues with landowners and developers in relation to the J27 scheme, but no notable proposals have emerged to deliver the scheme.
- The LSH retail, tourism and leisure study has been completed in draft and will allow the Council to review the existing Junction 27 plan as part of its new Local Plan; Plan Mid Devon.

Aim: Consider acquiring or creating new business parks to accelerate economic growth, and creating new opportunities for incubator and start-up space

- Incubator and Start-up Space has been a major feature of the Mid Devon's UK Shared Prosperity Fund Investment Plan. Four businesses have been supported through the Work Hub Development Scheme. Two have completed improvements and two are part-completed. Also, funding has been allocated to Petroc College towards development of a Business Innovation Centre which is nearing completion of capital works. Project planning is underway for the creation of a further flexible workspace unit in Tiverton, to be developed during 2024/25.
- No sites have been acquired for commercial development. Should a site appropriate for commercial development materialise, this would be reported through the applicable committee.

Aim: Identify strategic and tactical interventions to create economic and community confidence and pride in the places we live. This includes a continued focus on Town Centre Regeneration

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Business rate accounts (number)	3,356	3,426	3,556	3,564	3,150	Green
Business rates (Rateable Value)	£45.6M	£46.3M	£47.1M	£54.2M	£53.4M	Green
Empty Business Properties	244	231	253	218	253	Green
Pannier market occupancy rate	53%	82%	85%	86%	85%	Green

- The Tiverton Town Centre Masterplan has been delayed owing to limited resource. It will be recommenced in 2024/25 with a revised adoption date of March 2025.

- The Planning Policy Advisory Group considered the Cullompton Town Centre Masterplan in January 2023, and it was further considered by Cabinet in February 2023. It was adopted at Full Council on 26th April 2023.
- The second round of public consultation on the Crediton Town Centre Masterplan was completed in 2023/24 and an updated plan is due for consideration by Cabinet in June 2024.

Aim: Facilitate the creation of exciting new commercial opportunities within strategic developments at Culm Garden Village and Tiverton Eastern Urban Extension

- Work continues in conjunction with the development of the new garden village at Culm to consider new commercial site opportunities and how development can also support the existing town centre in Cullompton. Similar employment and community asset opportunity discussions are underway with regard to the Tiverton EUE.

Aim: Produce business plans for the creation of a commercial Economic Development function perhaps in partnership with other agencies

- This aim was determined as not deliverable within the period of the Corporate Plan as part of the Mid-Point review. This concept has not progressed as the viability of this concept is unproven. However, the Economic Development Team is progressing opportunities which seek to deliver economic growth within the district, which may also facilitate opportunities for long-term income generation for the Council.

Aim: Explore commercial opportunities that deliver new or innovative services for customers that can generate revenue for the council

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Industrial Units Cullompton – Kings Mill Industrial Estate (Unit Occupancy)	15	14	14	15	15	Green

Aim: Promote zero carbon exemplar sites within commercial settings

- The Green Enterprise Grant was set up by the Council to encourage businesses to invest in decarbonisation (launched May 2024). The Council has proactively promoted Exe Valley and Lords Meadow leisure centres as low carbon exemplar commercial settings, having achieved major decarbonisation of their heating and cooling systems through investing in low carbon and zero carbon solutions. The Council remains supportive of commercial exemplars and welcomes submissions of case studies for publication on the Sustainable Mid Devon website.

Aim: Use car park pricing mechanism to effectively balance the needs of vehicular access with those of reducing car use

- New Car Parking Consultative group set up in autumn 2023 to feed the views of business and community representatives into future tariff setting and priority issues for consideration. This led to an initial set of proposals being taken through Cabinet in April 2024 around reforming long stay parking tariffs and approving the Christmas Parking tariffs earlier for 2024.

Aim: Promote the development of the farming economy and local food production

- Through the Shared Prosperity Fund Delivery Plan, the Economic Development Team has run a campaign “Field to Fork: Meet the Producer” (under the Taste Mid Devon brand). The Field to Fork project celebrates Mid Devon’s local producers, telling the story behind the product supporting the ‘buy local’ message. In 2023/24, we supported 10 local producers through this project and are continuing this in 2024/25 with a focus on food tourism.
- Under the Business Support strand of the Shared Prosperity Delivery Plan, we have funded support events through Devon Agri-Tech Alliance, which ran two events in 2023/24 supporting Mid Devon farmers and showcasing development potential for farms. This project is also continuing in 2024/25 with a further two events scheduled. Additionally, under the People and Skills strand, we have awarded a grant to the Apricot Centre CIC to run Regenerative Farming courses to Mid Devon farmers, equipping them with the latest knowledge and skills for sustainable development of our farms. The training commenced in January 2024 and runs throughout this year.

Aim: Working in partnership with farmers to develop and grow markets on the principle of reducing carbon emissions and sustainability

- This aim was determined as not deliverable within the period of the Corporate Plan as part of the Mid-Point review. No budget or resource has been identified for this work and it is not currently being progressed.

Aim: Support the creation of South West Mutual Bank and seek opportunities to encourage new branches being opened in areas that aren’t well-served by existing banking services providers

- The decision has been taken by the SW Mutual Bank to continue as a lean, volunteer led member organisation. Whilst they remain committed to their vision of launching a bank, they state that that time has not yet come.

Aim: Develop and deliver regeneration plans for all three main towns in partnership with town and parish councils, private and third sector, and communities

- Performance for this aim is captured within the Economy Aim: “Identify strategic and tactical interventions to create economic and community confidence and pride in the places we live. This includes a continued focus on Town Centre Regeneration.”

Community Theme 2023/24

Aim: Work with developers and Devon County Council to deliver strategic cycle routes between settlements and key destinations

- This aim was determined as not deliverable within the period of the Corporate Plan as part of the Mid-Point review:

“This is a transport authority function, but opportunities will be taken to try and influence transport policy and planning priorities where possible in order to encourage active travel and healthier travel options.”

Aim: Secure decent digital connectivity for all of Mid Devon

- The Connecting Devon and Somerset (CDS) programme continues through Devon County Council. Connecting Devon and Somerset (CDS) is a local government-led partnership which helps to deliver next generation broadband infrastructure to areas where the market has failed to invest. Over 320,000 homes and businesses already have access to superfast broadband as a direct result of investment by CDS – that’s more than any other broadband programme in England.

Aim: Work with education providers to secure appropriate post-16 provision within the district to minimise the need to commute out for A/T level studies

- This work has continued with work experience placements being organised and a good working relationship with the Department for Work and Pensions established. Apprentices are contributing to the Council’s overall success and some Apprentices have made the transition to become permanent staff members. Work experience this year will see 10 students from local schools join the Council across a variety of services. Careers fairs have been attended, including those taking place at the Pannier Market in Tiverton, success has been mixed. We have our second T Level student within the organisation, this follows the success of our first last year.

Aim: Lobby Devon County Council and others to introduce 20mph speed limits where children play, and take opportunities to pilot car-free days/ routes

- Work continues to deliver speed management controls where appropriate and where needed to meet planning requirements. Further measures would need agreement from members on specific locations to target for 20mph zones or decisions on days for traffic to be restricted. No work is yet taking place on this.

Aim: Promote new, more integrated approaches to promoting good health and healthier living especially in the context of planned new developments

- An external review of our Leisure service took place and the company produced a report. The Leisure service will be designing a programme of changes and improvements from the review combined with our own views and ideas. The new Leisure service manager will join the Council in May 2024, their thoughts on this are critically important, and as such the Head of Service has paused plans until their arrival.

Aim: Seek opportunities to address public health issues and disparities to improve the health and wellbeing of everyone in Mid Devon

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Annual Community Safety Partnership (CSP) Action Plan	12	15	12	9	5	Green

A number of relevant activities were undertaken in 2023/24, including:

- Specialist Lead for Community Safety & Safeguarding started in August 2023;
- As part of Anti-Social Behaviour Awareness week in July, the Council carried out joint visits with the police to our estates and offered support and advice to residents;
- We contributed to the development of the multi-agency 'Devon Preventing Serious Violence Strategy' and Needs Assessment which was adopted by the Council in January 2024;
- We successfully bid for funding for increased officer capacity to deliver ASB interventions (particularly Community Protection Notices) for 2024/25 working in partnership with a new officer hosted by East Devon District Council;
- Community Protection Notice (CPN) training delivered for Mid Devon Housing neighbourhood staff together with delegation of the relevant powers with a view MDH officers issuing CPNs to deal with low level ASB from April 2024. New CPN policy and procedure put in place ready for April 2024;
- ASB training delivered to Council staff, police colleagues, and other agencies in September 2023.
- Terms of Reference rewritten for the Community Safety Partnership;
- Comprehensive review of the Council's Corporate Safeguarding Policy, reported to the PDG in March 2024;
- Safeguarding training delivered for Councillors in December 2023 and March 2024;
- Improved partnership working re-introduced with local neighbourhood police teams to tackle antisocial behaviour across Mid Devon by using the ASB escalation process and various enforcement powers;

- Annual Community Safety Partnership Report, and Preventing Serious Violence Strategy presented to the Community PDG in March 2024.

Aim: Encourage communities to deliver their own projects to reduce carbon emissions

- We continue to proactively promote community-led ideas and projects, such as through meetings with local groups and residents as well as parish and town councils (e.g. State of the District Debate 2024). Community-led activities we have promoted include e.g. repair cafes, the new Tiverton Share Shop and local projects to avoid food waste. The Local Planning Authority uses policies to encourage locally informed low-carbon initiatives via Neighbourhood Plans and the Local Plan e.g. self-build and Modern Methods of Construction. The Council works in partnership to achieve joint initiatives e.g. energy saving and retrofit advisory services (to enable sound investments by members of Mid Devon communities); active travel infrastructure plans; local food production and supply such as community orchards and farmer markets.

Aim: Facilitate networking across volunteer and community groups to spread knowledge, expertise and awareness on climate issues

- Actively promoting networks and resources on the Sustainable Mid Devon website. We continue to proactively engage and facilitate between a wide range of community group partners and volunteers.

Aim: Work with the NHS and other health bodies to promote use of our leisure centres

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Health Referral Initiative starters	6	102	149	124	85	Green
Health Referral Initiative completers	0	58	69	72	43	Green
Health Referral Initiative conversions	0	33	38	61	26	Green

Aim: Promote community involvement in council activity

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Complaints resolved within timescales (10 days - 12 weeks)	90%	91%	93%	92 %	95 %	Amber
Complaints (Number)	273	404	465	486	N/A	N/A

Aim: Promote new approaches to rural transport in partnership with town and parish councils through the deployment of emerging technologies

- There may be some locations where MDDC can do more by facilitating opportunities for transport hubs in larger settlements (Tiverton, Crediton and Cullompton) by considering what interventions could be delivered as we develop and deliver against masterplans for these towns. However, rural transport provision remains the responsibility of the transport authority.

Aim: Work with county, town and parish councils to identify safer walking journeys to school

We will seek to participate in any consultations or initiatives to support the promotion and delivery of safer walking solutions.

Corporate Performance 2023/24

Alongside the performance reporting of the Corporate Plan, the council presents performance information on a wide range of corporate performance indicators. These are listed below.

Performance Indicator	2020/21	2021/22	2022/23	2023/24	Target (2023/24)	Performance
Sickness Absence	2.10%	2.73%	3.67%	3.93%	2.38%	Red
Sickness Absence (days)	5.8	7.8	9.9	10.5	6.0	Red
Staff Turnover	24.5%	21.3%	19.3%	17.0%	15.0%	Red
Staff appraisals completed	97%	62%	94%	72%	100%	Red
Council Tax Collected	97.0%	96.7%	97.1%	97.5%	96.5%	Green
National Non-Domestic Rates (NNDR) Collected	96.8%	98.6%	96.8%	99.4%	97.0%	Green
New Performance Planning Guarantee determine within 26 weeks	100%	100%	99%	98%	100%	Amber
Major applications overturned at appeal (over last 2 years)	4.8%	5.5%	2.9%	1.0%	10.0%	Green
Major applications overturned at appeal (% of appeals)	0.1%	2.3%	3.0%	1.0%	10.0%	Green
Minor applications overturned at appeal (over last 2 years)	2.5%	0.4%	0.8%	0.5%	10.0%	Green
Minor applications overturned at appeal (% of appeals)	1.7%	0.8%	0.9%	0.5%	10.0%	Green
Response to FOI/EIR Requests (within 20 working days)	100%	100%	99%	100%	97%	Green

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MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

June 2024



The Forward Plan containing key Decisions is published 28 days prior to each Cabinet meeting

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
June					
Financial Outturn 2023/2024	Cabinet Council	4 Jun 2024 17 Jul 2024	Paul Deal, Head of Finance, Property & Climate Resilience	Cabinet Member for Governance, Finance and Risk	Open
Annual Treasury Outturn Report 2023/2024	Cabinet Council	4 Jun 2024 17 Jul 2024	Paul Deal, Head of Finance, Property & Climate Resilience	Cabinet Member for Governance, Finance and Risk	Open
July					
New Corporate Plan	Cabinet Homes Policy Development Group	4 Jun 2024 11 Jun 2024	Dr Stephen Carr, Corporate Performance & Improvement	Leader of the Council	Open

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Agenda Item 11

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
	Economy & Assets Policy Development Group Cabinet Council	20 Jun 2024 9 Jul 2024 17 Jul 2024	Manager		
Delegated Decisions for MDH Minor Policy amendments	Homes Policy Development Group Cabinet	11 Jun 2024 9 Jul 2024	Carole Oliphant, Housing Policy Officer	Cabinet Member for Housing, Assets and Property and Deputy Leader Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
Homes Safety Policy (Revision) To receive the revised Homes Safety Policy to include restrictions on bio ethanol fires / space heaters.	Homes Policy Development Group Cabinet	11 Jun 2024 9 Jul 2024	Sarah Lees, Democratic Services Officer	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Tenure Reform Working Group recommendations To receive the recommendations of the Tenure Reform Working Group	Homes Policy Development Group Cabinet	11 Jun 2024 9 Jul 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
Corporate Risk Q4; Annual Performance Report; Performance Dashboard Q4	Cabinet	9 Jul 2024	Dr Stephen Carr, Corporate Performance & Improvement Manager	Leader of the Council	Open
Town and Parish Charter	Community, People & Equalities Policy Development Group Cabinet	25 Jun 2024 9 Jul 2024	Paul Deal, Head of Finance, Property & Climate Resilience	Cabinet Member for Quality (Cost) of Living, Equalities and Public Health	Open
Income Management Policy To receive the revised Income Management Policy.	Homes Policy Development Group Cabinet	11 Jun 2024 9 Jul 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Public Spaces Protection Order	Service Delivery & Continuous Improvement Policy Development Group Cabinet	24 Jun 2024 9 Jul 2024	Darren Beer, Operations Manager for Street Scene		Open
30th July					
Crediton Town MasterPlan SPD and Delivery Plan To approve the Crediton Town Centre Masterplan SPD and delivery Plan	Cabinet	30 Jul 2024		Cabinet Member for Planning and Economic Regeneration	Open
August					
SFS (Specialist Fleet Services) Transport Contract	Service Delivery & Continuous Improvement Policy Development Group Cabinet	24 Jun 2024 27 Aug 2024	Matthew Page, Head of People, Performance & Waste	Cabinet Member for Planning and Economic Regeneration	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Care Leaver Friendly Employer	Cabinet	27 Aug 2024	James Hamblin, HR Business Partner	Cabinet Member for People, Development and Deputy Leader	Open
The Statutory Duty to Conserve and Enhance Biodiversity	Cabinet	27 Aug 2024	Jason Ball, Climate and Sustainability Specialist	Cabinet Member for Climate Change	Open
Future of Recycling - Options Paper To receive an options paper discussing the future of recycling.	Service Delivery & Continuous Improvement Policy Development Group Cabinet	24 Jun 2024 27 Aug 2024	Matthew Page, Head of People, Performance & Waste	Cabinet Member for Environment and Climate Change	Open
Environmental Enforcement Annual Report To receive and discuss the annual Environmental Enforcement Report.	Service Delivery & Continuous Improvement Policy Development Group Cabinet	24 Jun 2024 27 Aug 2024	Matthew Page, Head of People, Performance & Waste	Cabinet Member for Environment and Climate Change	Open
Review of Bin-It 123 To review the Bin-It 123 scheme.	Service Delivery & Continuous Improvement Policy Development Group	24 Jun 2024	Matthew Page, Head of People, Performance & Waste	Cabinet Member for Environment and Climate Change	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
	Cabinet	27 Aug 2024			
Team Devon Joint Committee	Cabinet Council	27 Aug 2024 4 Sep 2024		Leader of the Council Leader of the Council	Open
National Assistance Burial Procedure To receive and approve the updated National Assistance Burial Procedure.	Service Delivery & Continuous Improvement Policy Development Group Cabinet	2 Dec 2024 7 Jan 2025	Steve Densham, Land Management Officer	Cabinet Member for Environment and Climate Change	Open
September					
CCTV Policy To receive the updated CCTV Policy	Community, People & Equalities Policy Development Group Cabinet	25 Jun 2024 17 Sep 2024		Cabinet Member for Quality (Cost) of Living, Equalities and Public Health	Open
November					

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
S106 Governance	Cabinet	15 Oct 2024	Joanna Williams, Planning Obligations Monitoring Officer	Cabinet Member for Governance, Finance and Risk	Open
Corporate Anti Social Behaviour Policy	Community, People & Equalities Policy Development Group Cabinet	25 Jun 2024 15 Oct 2024		Cabinet Member for Quality (Cost) of Living, Equalities and Public Health	Open
Hoarding Policy To receive the revised Hoarding Policy.	Homes Policy Development Group Cabinet	10 Sep 2024 15 Oct 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
Right to Buy Policy (New) To receive the new Right to Buy Policy.	Homes Policy Development Group Cabinet Council	10 Sep 2024 15 Oct 2024 30 Oct 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
Corporate Performance Q1; Corporate Risk Q1	Cabinet	27 Aug 2024	Dr Stephen Carr, Corporate Performance &	Leader of the Council	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
			Improvement Manager		
Repairs and Maintenance Policy (New) To receive the new Repairs and Maintenance Policy.	Homes Policy Development Group Cabinet Council	10 Sep 2024 15 Oct 2024 30 Oct 2024	Mike Lowman, Building Services Operations Manager	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
December					
Planning Enforcement-Enforcement Policy Update	Scrutiny Committee Cabinet	19 Feb 2024 Not before 15th Oct 2024	Angharad Williams, Development Management Manager	Cabinet Member for Planning and Economic Regeneration	Open
Performance Dashboard Q1	Cabinet Homes Policy Development Group Economy & Assets Policy Development Group	17 Sep 2024 24 Sep 2024 3 Oct 2024	Dr Stephen Carr, Corporate Performance & Improvement Manager	Leader of the Council	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
	Planning, Environment & Sustainability Policy Development Group Planning Committee Community, People & Equalities Policy Development Group	8 Oct 2024 9 Oct 2024 22 Oct 2024			
Tenure Reform and Changes to the Tenancy Agreement - Project Plan To receive a project plan to tenure reform	Homes Policy Development Group	10 Sep 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
	Cabinet	15 Oct 2024			
Mid Devon Draft Policies and Site Options	Cabinet	15 Oct 2024	Tristan Peat, Forward Planning Team Leader		Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Tenancy Management Policy To receive the revised Tenancy Management Policy.	Homes Policy Development Group Cabinet	10 Sep 2024 15 Oct 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
November					
Economic Strategy 2024 - 2029	Economy & Assets Policy Development Group Cabinet	28 Nov 2024 10 Dec 2024	Adrian Welsh, Strategic Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration	Open
Destination Management Plan for Mid Devon	Economy & Assets Policy Development Group Cabinet	28 Nov 2024 10 Dec 2024	Adrian Welsh, Strategic Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration	Open
December					
Tenant Compensation Policy To receive the revised Tenant Compensation Policy.	Homes Policy Development Group Cabinet	19 Nov 2024 10 Dec 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open

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Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Service Standards To receive the Service Standards for Housing.	Homes Policy Development Group Cabinet	19 Nov 2024 10 Dec 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
Housing Strategy To receive the revised Housing Strategy.	Homes Policy Development Group Cabinet	19 Nov 2024 10 Dec 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open
Corporate Performance Q2; Corporate Risk Q2; Performance Dashboard Q2	Cabinet	10 Dec 2024	Dr Stephen Carr, Corporate Performance & Improvement Manager		Open
Phoenix House Accommodation Opportunities	Cabinet		Andrew Jarrett, Deputy Chief Executive (S151)		Open
Tenancy Strategy To receive the revised Tenancy Strategy	Homes Policy Development Group Cabinet	19 Nov 2024 10 Dec 2024	Simon Newcombe, Head of Housing & Health	Cabinet Member for Housing, Assets and Property and Deputy Leader	Open

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SCRUTINY COMMITTEE WORK PLAN 2024-25

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
15th July 2024				
15.07.24	Care Leaver friendly Employer briefing To receive a report about Care Leaver friendly Employment prior to it going to cabinet.		Operations Manager for Legal and Monitoring Head of People, Performance and Waste, Operations Manager for People Services	
15.07.24	Annual Corporate Performance Report To receive the Annual Corporate Performance Report from the Corporate Manager for Performance and Improvement		Deputy Chief Executive (S151) Corporate Performance and Improvement Manager	
15.07.24	Update on land sale that would unlock 70 affordable homes		Director of Place and Economy	
15.07.24	Portfolio Presentation from the Cabinet Member for Service Delivery and Continuous Improvement To receive a presentation from the Cabinet Member for Environment and Services regarding his Portfolio.		Director of Place and Economy Head of People, Performance and Waste	
12th August 2024				
Waiting to see whether there are an items called in from Cabinet before deciding whether to go ahead with this meeting.				

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
9th September 2024				
9.09.24	Community Safety Partnership The Police and Justice Act 2006 required for all Councils to establish a Committee with the power to scrutinise crime and disorder matters in its area – Includes Partnership activities and Action Plan		Director of Place and Economy Head of Housing and Health	
9.09.24	Whistleblowing - 6 month update To receive a verbal report from the Head of People, Governance and Waste		Operations Manager for Legal and Monitoring Head of People, Performance and Waste	
9.09.24	Establishment - 6 month update To receive a report from the Head of People, Governance and Waste giving an update on Establishment from the past six months		Operations Manager for Legal and Monitoring Head of People, Performance and Waste	
9.09.24	Void Properties To receive a report regarding how many properties were empty in the Housing Revenue Account, results to be broken down by Ward, what was the Council doing to reduce those voids and could Councillors be provided with the trends as to why those properties were empty?		Director of Place and Economy Head of Housing and Health	
9.09.24	Air Management Control in Cullompton and beyond To receive a report regarding Air Management Control in Cullompton and beyond relating to roads and traffic management		Director of Place and Economy Head of Housing and Health	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
9.09.24	Cullompton Infrastructure update report		Director of Place and Economy	
9.09.24	Portfolio Presentation from the Cabinet Member for Housing, Assets and Property To receive a presentation from the Cabinet Member for Housing and Property Services relating to his Portfolio.		Director of Place and Economy Head of Housing and Health	
30th September 2024				
30.09.24	Solar Panel Farms and Anaerobic Digesters To receive a report regarding Solar Panel Farms and Anaerobic Digesters looking at the quantity of sites and how much land was devoted to renewable energies. This subject may need a Work Group.		Director of Place and Economy Climate and Sustainability Specialist	
30.09.24	Portfolio presentation from the Cabinet Member for Environment and Climate Change To receive a presentation from the Cabinet Member for Climate Change regarding her Portfolio		Deputy Chief Executive (S151) Climate and Sustainability Specialist	
28th October 2024				
28.10.24	Annual Report of Complaints and Compliments To receive a report from the Head of Digital Transformation and Customer Engagement regarding the Annual Report of Complaints and Compliments		Director of Legal, HR and Governance (Monitoring Officer) Head of Digital Transformation and Customer Engagement	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
28.10.24	Portfolio Presentation from the Cabinet Member for Parish and Community Engagement Presentation from the Cabinet Member of Parish and Community Engagement		Director of Legal, HR and Governance (Monitoring Officer) Town and Parish Liaison Officer	
25th November 2024				
15.07.24	The impact of the structure of the new Government on Plan Mid Devon. the impact of the structure of the new Government on Mid Devon District Council's priorities and specifically the next Plan Mid Devon.		Chief Executive	
28.11.24 10.12.24	Destination Management Plan To receive a report - Request to look at Data and visitor spend.		Director of Place and Economy Growth and Regeneration Officer	
25.11.24	Portfolio Presentation from the Cabinet Member for Quality (Cost) of Living, Equalities and Public Health			
16th December 2024				
16.12.24	Corporate Performance Quarter 2 To receive a report from the Corporate Manager for Performance and Improvement		Deputy Chief Executive (S151) Corporate Performance and Improvement Manager	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
16.12.24	Portfolio Presentation from the Cabinet Member for People and Development			
13th January 2025				
13.01.25	Review of Medium Term Financial Plan 2026 - 2031 To receive a report from the Deputy Chief Executive (S151) reviewing the Budget over the next five years		Deputy Chief Executive (S151) Head of Finance, Property and Climate Resilience	
13.01.25	Regulation of Investigatory Powers Act Annual Report To receive a report from the Director of Legal , HR & Governance (Monitoring Officer)		Director of Legal, HR and Governance (Monitoring Officer)	
13.01.25	Planning Enforcement To receive an update on Planning Enforcement within the District		Director of Place and Economy Development Management Manager	
13.01.25	Portfolio Presentation from the Cabinet Member for Governance, Finance and Risk			
17th February 2025				
17.02.25	Whistleblowing Annual Update To receive a report from the Head of People, Governance and Waste regarding Whistleblowing.		Director of Legal, HR and Governance (Monitoring Officer) Head of People, Performance and Waste	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
17.02.25	Establishment Report To receive a report from the Corporate Manager for People, Governance and Waste		Director of Legal, HR and Governance (Monitoring Officer) Head of People, Performance and Waste	
17th March 2025				
14th April 2025				
14.04.25	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.		Director of Legal, HR and Governance (Monitoring Officer) Policy Research Officer for the Scrutiny Committee	