

Mid Devon District Council

Scrutiny Committee

Monday, 5 October 2015 at 2.00 pm
Exe Room, Phoenix House

Next ordinary meeting
Monday, 2 November 2015 at 2.00 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr F J Rosamond
Cllr Mrs H Bainbridge
Cllr Mrs J B Binks
Cllr Mrs C P Daw
Cllr Mrs S Griggs
Cllr T G Hughes
Cllr B A Moore
Cllr Mrs J Roach
Cllr Mrs E J Slade
Cllr T W Snow
Cllr N A Way
Cllr Mrs N Woollatt

A G E N D A

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

- 1 **APOLOGIES AND SUBSTITUTE MEMBERS**
To receive any apologies for absence and notices of appointment of substitute Members (if any).

- 2 **PUBLIC QUESTION TIME**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.

Note: A maximum of 30 minutes is allowed for this item.

- 3 **MEMBER FORUM**
An opportunity for non-Cabinet Members to raise issues.

- 4 **MINUTES OF THE PREVIOUS MEETING** (*Pages 7 - 12*)
To approve as a correct record the Minutes of the last meeting of this

Committee (attached).

The Committee is reminded that only those members of the Committee present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

- 5 **DECISIONS OF THE CABINET**
To consider any decisions made by the Cabinet at its last meeting that have been called-in.
- 6 **CHAIRMAN'S ANNOUNCEMENTS**
To receive any announcements that the Chairman of Scrutiny Committee may wish to make.
- 7 **LEISURE SERVICES** *(Pages 13 - 16)*
At the request of the Committee the Head of Human Resources will update the Committee regarding Zest Membership and retention of customers.
- 8 **PERFORMANCE AND RISK** *(Pages 17 - 38)*
To receive a report of the of the Head of Communities and Governance providing Members with an update on performance against the corporate plan and local service targets for 2015/16 as well as providing an update on the key business risks.
- 9 **DIGITAL INCLUSION** *(Pages 39 - 42)*
At the request of the Committee the Head of Customer Services will update Members regarding Digital Inclusion and how Parish Councils are supported.
- 10 **REVIEW OF TOWN AND PARISH CHARTER** *(Pages 43 - 48)*
The Head of Communities and Governance has requested that the Committee consider the current Town and Parish Charter and review it to consider if there are any amendments to make or if there is any additional information that should be added.
- 11 **TIVERTON BUSINESSES MEETING - UPDATE**
At the request of the Committee the Head of Communities and Governance will update Members on recent meetings with business representatives in Tiverton.
- 12 **CABINET MEMBER FOR PLANNING AND REGENERATION** *(Pages 49 - 54)*
At the request of the Committee the Cabinet Member for Planning and Regeneration will be in attendance to answer questions regarding the performance of the Planning Service.
- 13 **LISTED BUILDING AND CONSERVATION AREA CONSENT** *(Pages 55 - 58)*

At its meeting on 13th July 2015 Members of Scrutiny Committee recommended to Cabinet that performance on listed building and conservation area consent applications be identified as a matter of concern.

The Cabinet Member for Planning and Economic Regeneration will update the Committee on performance in this area, the work of the Conservation Officers and take questions on this matter.

14 **POLICE COMMISSIONER - QUESTIONS**

The Police Commissioner, Mr Tony Hogg will be attending the next meeting of the Committee. The Committee to consider questions to put to him.

15 **PARTNERSHIP WORKING**

The Committee to discuss Partnership Working and how successful this has proved at other authorities.

16 **TIVERTON TOWN CENTRE DEVELOPMENT AND ECONOMIC DEVELOPMENT PLAN FOR THE DISTRICT**

Councillor Mrs J Roach has requested that the Committee consider Tiverton town centre development and the Economic Development Plan for the District.

17 **UPDATES AND ITEMS TO NOTE REGARDING OUTSTANDING ITEMS** (*Pages 59 - 62*)

Safeguarding update from the Head of Communities and Governance - We are working with the District Safeguarding group to create one generic Devon Safeguarding Policy for children and vulnerable adults. Work commenced on this on 16th September and will continue with Exeter taking the lead on this. Generic guidance will then be drafted for escalation, thresholds, flow charts, agency contacts and data sharing. The District Safeguarding Group have met with Devon County Council representatives to discuss the types of safeguarding training that Districts require

The District Safeguarding Group also met with Devon County Council representatives to discuss the way forward in terms of the annual Section 11 audit that we have to complete. The Districts would like a Devon District section 11 response with a peer challenge.

Communications Working Group - The Head of Customer Services will update the Committee regarding the Communications Working Group report and progress to date.

18 **RIPA** (*Pages 63 - 76*)

Councillor Mrs J Roach has requested that the Committee consider the RIPA report in terms of effective scrutiny.

During discussion of this item it may be necessary to pass the following

resolution to exclude the press and public having reflected on Article 12 12.02(d) (a presumption in favour of openness) of the Constitution. This decision may be required because consideration of this matter in public may disclose information falling within one of the descriptions of exempt information in Schedule 12A to the Local Government Act 1972. The Committee will need to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.

ACCESS TO INFORMATION ACT – EXCLUSION OF THE PRESS AND PUBLIC

RECOMMENDED that under section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 7 of Part 1 of Schedule 12A of the Act, namely information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

19 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:

Police Commissioner
Update regarding the staff survey
Member Development Update
Tiverton Pannier Market

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

Kevin Finan
Chief Executive
Friday, 25 September 2015

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use other forms of social media to report on proceedings at this meeting.

Members of the public are welcome to attend the meeting and listen to discussion. Lift access to the Council Chamber on the first floor of the building is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available. There is time set aside at the beginning of the meeting to allow the public to ask questions.

An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, or

If you would like a copy of the Agenda in another format (for example in large print) please contact Julia Stuckey on:

Tel: 01884 234209

E-Mail: jstuckey@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.