

# Mid Devon District Council

## Cabinet

Thursday, 17 December 2015 at 2.15 pm  
Phoenix House

Next ordinary meeting  
Thursday, 14 January 2016 at 2.15 pm

Those attending are advised that this meeting will be recorded

## Membership

Cllr C J Eginton	Leader
Cllr R J Chesterton	Deputy Leader and Planning and Economic Regeneration
Cllr N V Davey	Environment
Cllr P H D Hare-Scott	Finance
Cllr C R Slade	Community Well Being
Cllr Mrs M E Squires	Working Environment and Support Services
Cllr R L Stanley	Housing

## 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**  
To receive any apologies for absence.
2. **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
3. **Minutes of the Previous Meeting** (*Pages 7 - 10*)  
To receive the minutes of the meeting of 19 November 2015
4. **Play Areas in Mid Devon** (*Pages 11 - 26*)  
Arising from a report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group has recommended that:
  - a) The recommendations within Annex 2 of the report be approved;
  - b) The contributions from Town and Parish Councils towards the

running and maintenance cost be noted;

- c) The Head of Housing and Property Services, in consultation with the Cabinet Member for the Environment, be given delegated authority to negotiate acceptable terms for the transfer of selected play area in Willand to the Parish Council by the end of December 2015.

5. **Planning Guidance for Waste Storage** (Pages 27 - 38)

Arising from a report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group has recommended that the design guidance be agreed and that officers develop the guidance as a supplementary planning document.

6. **Grounds Maintenance and Grass Cutting** (Pages 39 - 84)

Arising from a report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group has recommended that this authority:

- a) Continues to provide grass verge cutting on Devon County Council highway land in Town and Parishes that have contributed funding based on the 2015/16 budget as detailed in 3.3 and Option 1.
- b) Negotiates with those Town and Parishes Councils who have resolved on Option 1 for a reduction of one cut per annum or to contribute towards one additional cut per annum with reference to 3.4 and 5.5.
- c) Withdraws from the Devon County Council grass verge cutting agreement, where the Town and Parish Councils have resolved to accept funding directly from Devon County Council as detailed in 3.3 /Option 2.
- d) Withdraws from our grass verge cutting agreement with Devon County Council where Town and Parish Councils have resolved to accept Option 3 due to the financial shortfall forecast in Annex A.
- e) Reviews the ongoing service provision of grass verge cutting in response to the reduction of funding as detailed at 5.6 by March 2016.

7. **Car Parking Charging Proposals** (Pages 85 - 116)

Arising from a report of the Head of Finance, the Managing the Environment Policy Development Group had recommended that the pricing proposals within the report be approved, along with the recommendations in section 3.2 of the report.

8. **Grants** (Pages 117 - 176)  
Arising from a report of the Head of Communities and Governance, the Community Well-being Policy Development Group had recommended that:
- a) The grant for the Grand Western Canal be removed from the grants budget and be paid from the New Homes Bonus;
  - b) The revised grants for 2016/17 be approved;
  - c) The authority put in place procedures to ensure that monitoring of activity and finances of those in receipt of grants takes place in the future; and
  - d) The Community Well Being Policy Development Group Grants Working Group be involved in any initial discussions regarding the setting of proposed cuts to future grants.
9. **Housing Revenue Account Budget 2016/17** (Pages 177 - 200)  
Arising from a report of the Head of Finance, the Decent and Affordable Homes Policy Development Group had recommended that the budget proposals within the report be approved.
10. **Leasehold Management (including service charge policy)** (Pages 201 - 212)  
Arising from a report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended the revised Leasehold Management Policy be approved.
11. **Supply and Demand Policy** (Pages 213 - 236)  
Arising from a report of the Head of Housing and Property Services; the Decent and Affordable Homes Policy Development Group had recommended that the new Housing Options Supply and Demand Policy be approved to Council.
12. **Void Policy** (Pages 237 - 256)  
Arising from a report of the Head of Housing and Property Services; the Decent and Affordable Homes Policy Development Group, had recommended that the new Void Management Policy be approved by Council subject to Appendix B showing a 50% reduction in the costs relating to the paint packs and decoration grant.
13. **Allocations Policy (Band E - Devon Home Choice)** (Pages 257 - 262)  
Arising from a report of the Allocations Policy Working Group, the Decent and Affordable Homes Policy Development Group had recommended that:  
Band E be retained only on the following assumptions:

1. All applicants to be reviewed annually on Devon Home Choice, this will also include contacting applicants to remind them that they may not have logged onto the Devon Home Choice system or have never placed a bid on the system. This will take out some of the “*dead wood*” on the system and remove those who have moved and not notified Devon Home Choice of their changes. Applicants will be given 21 days in which to respond. Should they not reply then the application will be suspended.
2. Contact applicants who have not logged onto the system to ascertain the reasons behind this.
3. Applicants who have refused 3 properties will be investigated as to the reasons for the refusal, to determine if they should remain in their current band or suspended.
4. Mid Devon goes out for consultation on its Housing Allocation Policy proposing that the policy be rewritten to include the following points:
  - Applicants will be removed from the Devon Home Choice waiting list if they do not bid for properties over a 12 month period\*. (\*subject to review of available & suitable properties)
  - Applicants will be removed from the waiting list if they refuse 3 *suitable* offers of accommodation subject to availability or properties within their required location or adjacent parish.
  - Whilst carrying out a consultation, the working group may wish to include other elements to the review.
  - That there be a review in June 2016.

(These changes can be implemented ready for the 1<sup>st</sup> April 2016. This would allow for the consultation period of 6 weeks (as recommended by DCLG), a new allocation policy to be written and sent to the PDG for agreement).

14. **Abolition of the Cash Incentive Scheme** (*Pages 263 - 266*)  
 Arising from a report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the cash incentive scheme whereby downsizing tenants are given payments for giving up larger homes be discontinued.
15. **Improvements to Council Properties policy** (*Pages 267 - 278*)  
 Arising from a report of the Head of Housing and Property Services, the

Decent and Affordable Homes Policy Development Group had recommended: that the revised Improvements to Council Properties Policy be approved.

16. **Severe Weather Emergency Protocol and Extended Winter Provision Protocol** (Pages 279 - 286)

Arising from a report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended: that the new Housing Options Severe Weather Emergency Protocol (SWEP) and Extended Winter Provision Protocol be approved by Council.

17. **Anaerobic Digesters** (Pages 287 - 298)

Arising from a report of the Head of Planning and Regeneration, the Scrutiny Committee had recommended that:

a) A request be made to the Environment Agency for the opportunity for MDDC to feed into the environmental permitting regime and that a copy of the approved permit be given to this authority.

b) Where enforcement issues were raised with an AD plant, that related to more than one agency, coordination take place between relevant agencies and that MDDC take a lead role in that coordination.

c) a review of the scope of planning conditions to control AD plants be undertaken in order to develop best practice for future applications.

18. **Council Tax Reduction Scheme** (Pages 299 - 306)

To receive a report of the Benefits Manager and the Revenues Manager setting out the Council Tax Reduction Scheme for 2016/17 for recommendation to Council.

19. **Tax Base Calculation** (Pages 307 - 312)

To receive a report of the Revenues Manager detailing the statutory calculations necessary to determine the Tax Base for the Council Tax for recommendation to Council.

20. **Corporate Plan** (Pages 313 - 320)

To receive a report of the Head of Communities and Governance presenting Members with the Corporate Plan for 2016-2020

21. **Financial Monitoring** (Pages 321 - 336)

To receive a report of the Head of Finance presenting a financial update in respect of the income and expenditure so far in the year.

22. **Notification of Key Decisions** (Pages 337 - 346)

To note the rolling plan containing key decisions.

**Kevin Finan**  
Chief Executive  
Wednesday, 9 December 2015

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

Tel: 01884 234229

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

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