

# Mid Devon District Council

## Cabinet

Thursday, 11 February 2016 at 2.15 pm  
Phoenix House

Next ordinary meeting  
Thursday, 10 March 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 - 14*)  
To receive the minutes of the meeting of the special meeting of 28 January 2016.
4. **Clinical Waste** (*Pages 15 - 18*)  
Arising from a report from the Head of Finance, the Managing the Environment Policy Development Group had recommended that:
  - a) A separate clinical waste collection be offered only for hazardous or infectious clinical waste. This meant that offensive waste, such as sanitary protection products, would be collected and disposed of via ordinary residual waste collections;

- b) Additional waste capacity be provided to households generating offensive waste. This would mean providing a black wheeled bin, for the period that offensive waste was being generated. The normal bin supply charge will be waived;
- c) Mid Devon District Council work with healthcare providers to ensure they remove clinical waste that they generated in clients' homes, or that they pay the Council to collect this waste.

5. **Housing Strategy** *(Pages 19 - 76)*

Arising from a report from the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the revised housing strategy be approved once the changes as set out in the report had been implemented.

6. **Tenancy Agreement** *(Pages 77 - 122)*

Arising from a report from the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that consultation take place with Council tenants in accordance with sections 102 and 103 of the Housing Act 1985 on the proposed changes to the draft Tenancy Agreement.

7. **Car Park Management Policy** *(Pages 123 - 132)*

Arising from a report from the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the revised Car Park Management Policy be approved.

8. **Recharge Policy** *(Pages 133 - 144)*

Arising from a report from the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the revised Recharge Policy be approved

9. **Garage Management Policy** *(Pages 145 - 154)*

Arising from a report from the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the revised housing strategy be approved once the changes set out in the report have been implemented.

10. **Tourism Action Plan** *(Pages 155 - 162)*

Arising from a report from the Head of Communities and Governance, the Community Well-Being Policy Development Group had recommended that the Tourism Action Plan for 2016/17 be approved.

11. **Leisure Pricing** (Pages 163 - 170)

Arising from a report from the Interim Chief Executive and Head of HR and Development, the Community Well-Being Policy Development Group had recommended that the Leisure Pricing report be approved subject to the following:

- a) All basic fees, lets and charges be increased by 5% from 1 April 2016;
- b) That discounts for 60+ Zest membership be set at:
  - a. 30% for 2016/17
  - b. 20% for 2017/18
  - c. 10% for 2018/19
  - d. And from 2019/20 be as per the appropriate Zest membership fee;
- c) That concessionary Junior Zest memberships be discounted by 10% from the appropriate junior monthly Zest membership fee;
- d) That a full review of rents, lets and charges be undertaken with a view to further simplifying the tariff structure;
- e) That within six months a full review of Leisure Services income and resources be undertaken to ensure a positive long-term financial result for the service.

12. **Community Well-Being - Budget Recommendations**

Arising from a report of the Head of Finance, the Community Well-being Policy Development Group had made the following recommendation that subject to the £500 Member Locality budget being removed, the draft budget be approved.

13. **Scrutiny Committee - Budget Recommendations**

The Scrutiny Committee considered the budget proposals at its meeting on 25 January 2016 and made the following recommendations:

- a) If the New Homes Bonus was used to balance the budget for 2016/17, that this happen for one year only, and that continued income generation be sought to balance future budgets.
- b) That the proposed £21K Locality Budget be invested in schemes to generate long term income for the authority and that the suggested £500 not be issued to individual Members.
- c) That this Council investigate whether there was a need to have the

current number of Councillors or whether this number could be reduced.

d) That this Council investigate the Committee structure as a whole, with regard to adding an additional Policy Development Group, to ensure that Committees best served the Authority with regard to the Corporate Plan.

14. **Cullompton Article 4 Direction Review** (*Pages 171 - 188*)  
***Report of the Head of Planning and Regeneration seeking approval for the confirmation of an Article 4(1) Direction with immediate effect for 6 categories of permitted development and to seek approval for confirmation of the Article 4(1) Direction covering the additional category of permitted development namely the installation of solar and photovoltaic panels.***
15. **National Non Domestic Rates** (*Pages 189 - 200*)  
Report of the Head of Finance providing Members with an update of the income generation and financial implications of the number of business Rate properties in Mid Devon and requesting approval of the NNDR1 (estimated income to be generated in 2016/17 from business rates).
16. **Corporate Plan** (*Pages 201 - 234*)  
To receive a report of the Head of Communities and Governance presenting Members with the Corporate Plan for 2016-2020
17. **Financial Monitoring** (*Pages 235 - 252*)  
To receive a report from the Head of Finance with regard to the current financial position.
18. **Budget** (*Pages 253 - 278*)  
Report of the Head of Finance proposing the budget for 2016/17 for consideration by Council.
19. **Capital Programme** (*Pages 279 - 290*)  
Report of the Head of Finance seeking Council approval for the 2016/17 Capital Programme and that the estimated amounts for 2017/18, 2018/19 and 2019/20 be noted.
20. **Establishment** (*Pages 291 - 318*)  
Report of the Head of HR and Development outlining the overall structure of the Council showing the management and deployment of officers.
21. **Policy Framework** (*Pages 319 - 332*)  
Report of the Interim Chief Executive requesting that the policy framework be endorsed.
22. **Notification of Key Decisions** (*Pages 333 - 340*)  
To note the rolling plan containing key issues.

**Jill May**  
Interim Chief Executive  
Wednesday, 3 February 2016

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 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 Sally Gabriel on:

Tel: 01884 234229

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

Public Wi-Fi is available in all meeting rooms.