

## Mid Devon District Council

### Decent and Affordable Homes Policy Development Group

Tuesday, 11 August 2015 at 2.15 pm  
Exe Room, Phoenix House

Next ordinary meeting  
Tuesday, 6 October 2015 at 2.15 pm

Those attending are advised that this meeting will be recorded

## Membership

Cllr P J Heal (Chairman)  
Cllr Mrs E M Andrews  
Cllr Mrs H Bainbridge  
Cllr W J Daw  
Cllr Mrs G Doe  
Cllr R Dolley  
Cllr R Evans  
Cllr J D Squire  
Cllr L Taylor

## 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 notice of appointment of substitutes.
- 2      **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
- 3      **Minutes** (Pages 5 - 12)  
To approve as a correct record the minutes of the meeting held on 16 June 2015 (copy attached).
- 4      **Chairman's Announcements**  
To receive any announcements that the Chairman may wish to make.

- 5     **Voids Service Review Report and Presentation** *(Pages 13 - 18)*  
To receive a report and a presentation from two tenant representatives of the 'Tenant's Together: Service Review Group' who have recently undertaken a service review of the Council's Void Management process.
- 6     **Tenancy Policy** *(Pages 19 - 34)*  
To receive a report from the Housing Services Manager reviewing the Housing Services Tenancy Policy.
- 7     **Income Management Policy** *(Pages 35 - 48)*  
To receive a report from the Housing Services Manager reviewing the Housing Services Income Management Policy.
- 8     **Financial update for the three months to 30 June 2015** *(Pages 49 - 64)*  
To receive a report from the Head of Finance presenting a financial update in respect of the income and expenditure so far in the year.
- 9     **Performance and Risk** *(Pages 65 - 70)*  
The Group to receive a report of the Head of Communities and Governance providing Members with an update on performance against the corporate plan and local service targets for the 2015/16 financial year as well as providing an update on the key business risks.
- 10    **Devon Home Choice Working Group - re-establishment**  
There is a need for the Group to appoint new Members to the Devon Home Choice Working Group following the retirement of previous Members. It had been agreed in March 2015 that the work of the group be held in abeyance until such time that it was possible to seek feedback from authorities who had decided to remove Band E from their housing allocation schemes.
- 11    **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:
  - Cash Incentive Scheme
  - Car Park Management Policy
  - Garage Management Policy
  - Recharge Policy
  - Succession and Assignment Policy
  - Void Policy
  - Transfer of residential care homes to MDDC
  - Private Sector Housing

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

**Kevin Finan**  
Chief Executive  
Monday, 3 August 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 meeting room 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 Sarah Lees on:

Tel: 01884 234310  
E-Mail: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.