

**Mid Devon District Council**

**Cabinet**

**Thursday, 4 August 2016 at 2.15 pm  
Phoenix House**

**Next ordinary meeting  
Thursday, 1 September 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 5 - 12)**

To receive the minutes of the meeting of 7 July 2016.

**4. Public Health Enforcement Policy (Pages 13 - 68)**

Arising from a report of the Head of HR and Development, a joint meeting of the Community Wellbeing and Decent and Affordable Homes Policy Development Group had recommended that the new Public Health Enforcement Policy be recommended to Council and reviewed every two years. Members' attention is drawn to the addendum attached to the policy relating to the Regulation of Investigatory Powers Act (RIPA) – paragraph 6.4.

5. **High Hedges Policy** *(Pages 69 - 74)*

Arising from a report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group had recommended that the current policy and processes be adopted subject to:

- the word 'determining' being changed to 'processing' within the table at 6.1
- the wording 'refund fee' should read 'consider refund'
- a flat fee of £350 should apply to all applicants with no discount given for those on benefits

6. **Proposed changes to the Tenancy Agreement** *(Pages 75 - 120)*

Arising from a report of the Head of Housing and Property Services the Decent and Affordable Homes Policy Development Group had recommended that approval be given for the Council to vary the terms of the tenancy agreement by serving a notice of variation to secure tenants in accordance with sections 102 and 103 of the Housing Act 1985.

7. **Tenancy Inspection Policy** *(Pages 121 - 132)*

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 Tenancy Inspection Policy be approved.

8. **Fire Risk in Communal Areas Policy** *(Pages 133 - 142)*

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 Fire Risk in Communal Areas policy be approved.

9. **Conversion of Common Rooms into lettable units** *(Pages 143 - 146)*

Arising from a report of the Head of Housing and Property Services the Decent and Affordable Homes Policy Development Group had recommended that the proposed 'change of use' of our Common Rooms policy be approved by Council.

10. **Void Management Policy - Sheltered Homes Decoration** *(Pages 147 - 162)*

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

11. **Housing Services Allocations Policy (Addendum)** *(Pages 163 - 166)*

Arising from a report of the Head of Housing and Property Services the Decent and Affordable Homes Policy Development Group had recommended that the addendum to the Housing Allocations Policy be approved.

12. **Annual Report on Complaints, Comments and Compliments** *(Pages 167 - 178)*

Report of the Head of Customer Services providing an annual report on complaints, comments and compliments.

13. **Financial Monitoring** *(Pages 179 - 196)*

To receive a report from the Head of Finance with regard to the current financial position.

14. **National Farmers Union - Pledge** *(Pages 197 - 198)*

To consider formally supporting the pledge of the NFU, backing British Farmers.

15. **Notification of Key Decisions** *(Pages 199 - 212)*

To note the rolling plan containing key decisions

16. **Access to Information Act - Exclusion of Press and Public**

During discussion of the following 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 Cabinet 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.

To consider passing the following resolution so that financial information may be discussed.

**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 3 respectively of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information)

17. **Options for the Town Hall, Tiverton** (Pages 213 - 244)

To receive a report of the Head of Housing and Property Services requiring consideration of the various options with regard to the disposal and future management of the Tiverton Town Hall.

**Stephen Walford**  
Chief Executive  
Wednesday, 27 July 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.