

# Mid Devon District Council

## Cabinet

Thursday, 1 February 2018 at 2.15 pm  
Exe Room, Phoenix House, Tiverton

A special meeting will take place on  
Friday, 9 February 2018 at 10.00 am

The next ordinary meeting will take  
place on Thursday 1 March 2018

Those attending are advised that this meeting will be recorded

## Membership

Cllr C J Eginton	Leader and Environment
Cllr R J Chesterton	Deputy Leader and Planning and Economic Regeneration
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

- 1. Apologies**  
To receive any apologies for absence.
- 2. Declaration of Interests under the Code of Conduct**  
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
- 3. Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
- 4. Minutes of the Previous Meeting (Pages 5 - 14)**  
Members to consider whether to approve the minutes as a correct record of the meeting held 4 January 2018.
- 5. Severe Weather Emergency Protocol and Extended Winter Provision Protocol (Pages 15 - 24)**  
Arising from a report of the Group Manager for Housing, the Homes Policy Development Group had recommended that the Housing Service continues to work in partnership to deliver the Housing Options Severe

Weather Emergency Protocol (SWEP) and Extended Winter Provision Protocol.

6. **Devonwide Housing Assistance Policy** *(Pages 25 - 72)*

Arising from a report of the Group Manager for Public Health and Regulatory Services the Homes Policy Development Group had made the following recommendations:

- (1) The revised Housing Assistance Policy attached in Annex 1 be approved.
- (2) The ECO Flex Statement of Intent (SOI) attached in Annex 4, associated with the revised Housing Assistance Policy be approved.
- (3) Delegated authority be given to the Director of Operations in conjunction with the Cabinet Member for Housing to suspend some or all non-mandatory parts of the revised Housing Assistance Policy attached in Annex 1 if adequate funding is not available.
- (4) Delegated authority be given to the Director of Operations in conjunction with the Cabinet Member for Housing to determine continued participation in the Wessex Home Improvement Loans Scheme.

7. **Market Environmental Strategy** *(Pages 73 - 84)*

Arising from a report of the Director of Growth and Chief Executive, the Economy Policy Development Group had made the following recommendations:

- a) The Cabinet recommend to full Council that the Tiverton Market Environmental Strategy 2017-2022 be approved.
- b) Councillor S G Flaws be the nominated Group representative on the working party monitoring the effectiveness of the Strategy.

8. **Financial Monitoring** *(Pages 85 - 104)*

To receive a report of the Director of Finance, Assets and Resources presenting a financial update in respect of the income and expenditure so far in the year.

9. **National Non - Domestic Rates** *(Pages 105 - 120)*

To consider a report of the Director of Finance, Assets and Resources providing Members with an update of the income generation and financial implications of the number of business Rate properties in Mid Devon and to approve the NNDR1 (estimated income to be generated in 2018/19 from business rates).

10. **Budget** *(Pages 121 - 144)*

To consider a report of the Director of Finance, Assets and Resources

providing the proposals for the General Fund and the Housing Revenue Account for the year 2018/19.

11. **Capital Programme** (*Pages 145 - 160*)  
To consider a report of the Director of Finance, Assets and Resources seeking approval of the 2018/19 Capital Programme and requesting that the draft 2019/20, 2020/21 & 2021/22 programmes be noted.
12. **Land at Burlescombe - Award of Contract for Design and Build of 6 Affordable Dwellings** (*Pages 161 - 162*)  
To consider a report of the Director of Finance, Assets and Resources regarding the award of a contract to provide for development of 6 affordable housing units at a site near Oakfields, Burlescombe.
13. **Establishment** (*Pages 163 - 166*)  
To consider a report of the Group Manager for Human Resources informing Members of the overall structure of the Council showing the management and deployment of officers.
14. **Policy Framework** (*Pages 167 - 182*)  
To consider a report of the Chief Executive outlining the current policy framework.
15. **Asbestos Surveying - Licensed and Unlicensed Removal 2017-2021** (*Pages 183 - 188*)  
As the winning bidder withdrew, there is a need to reconsider a report of the Director of Operations advising the Cabinet of the outcome of the recent tender of the Asbestos Surveying and removal of Licensed and Unlicensed asbestos for the period 2018 – 2021. The scope of this work extends to Council Homes and Corporate properties. This contract has two lots; one for Licensed Work (Lot 1) and the other for Unlicensed Work (Lot 2).
16. **Performance and Risk** (*Pages 189 - 222*)  
To consider a report of the Director of Corporate Affairs and Business Transformation providing Members with an update on the performance against the Corporate Plan and local service targets.
17. **Notification of Key Decisions** (*Pages 223 - 236*)  
To note the contents of the Forward Plan.

**Stephen Walford**

Chief Executive

Wednesday, 24 January 2018

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.