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D Mid Devon District Council

Scrutiny Committee

Monday, 6 November 2017 at 2.15 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Monday, 4 December 2017 at 2.15 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr F J Rosamond
Cllr Mrs H Bainbridge
Cllr Mrs A R Berry
Cllr Mrs F J Colthorpe
Cllr Mrs C P Daw
Cllr Mrs G Doe
Cllr T G Hughes
Cllr Mrs B M Hull
Cllr F W Letch
Cllr Mrs J Roach
Cllr T W Snow
Cllr N A Way

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 notices of appointment of substitute Members (if any).

2 PUBLIC QUESTION TIME

To receive any questions relating to items on the Agenda from members of the public and replies thereto.

Note: A maximum of 30 minutes is allowed for this item.

3 MEMBER FORUM

An opportunity for non-Cabinet Members to raise issues.

4 **MINUTES OF THE PREVIOUS MEETING** *(Pages 5 - 16)*

To approve as a correct record the Minutes of the last meeting of this Committee (attached).

The Committee is reminded that only those members of the Committee present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

5 **DECISIONS OF THE CABINET**

To consider any decisions made by the Cabinet at its last meeting that have been called-in.

6 **CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements that the Chairman of Scrutiny Committee may wish to make.

7 **TIVERTON TOWN CENTRE** *(Pages 17 - 20)*

To receive a report from the Head of Planning, Economy and Regeneration regarding Tiverton Town Centre.

8 **GYPSY AND TRAVELLER PITCH PROVISION** *(Pages 21 - 28)*

To receive a report in response to the Committee's request for information regarding the position of the Council on gypsy and traveller pitch provision.

9 **CABINET MEMBER FOR FINANCE** *(Pages 29 - 32)*

The Cabinet Member for Finance will update the Committee regarding areas covered by this remit.

10 **STRATEGIC THINKING UPDATE** *(Pages 33 - 36)*

To receive a report regarding Strategic Thinking Training.

11 **FORWARD PLAN** *(Pages 37 - 50)*

Members are asked to consider any items within the Forward Plan that they may wish to bring forward for discussion at the next meeting.

12 **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:

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

Cabinet Member for Community Well being
Disposal of Assets
Performance and Risk
Forward Plan

Stephen Walford
Chief Executive
Friday, 27 October 2017

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 Julia Stuckey on:

Tel: 01884 234209

E-Mail: jstuckey@middevon.gov.uk

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **SCRUTINY COMMITTEE** held on 9 October 2017 at 2.15 pm

Present

Councillors

F J Rosamond (Chairman)
Mrs A R Berry, Mrs F J Colthorpe, R Evans,
Mrs B M Hull, Mrs J Roach, T W Snow,
N A Way and Mrs E J Slade

Apologies

Councillor(s)

Mrs H Bainbridge, Mrs C P Daw, Mrs G Doe and
T G Hughes

Also Present

Councillor(s)

C J Eginton, F W Letch and R L Stanley

Also Present

Officer(s):

Stephen Walford (Chief Executive), Andrew Jarrett (Director of Finance, Assets and Resources), Jenny Clifford (Head of Planning, Economy and Regeneration), Kathryn Tebbey (Group Manager for Legal Services and Monitoring Officer), Andrew Busby (Group Manager for Corporate Property and Commercial Assets), Catherine Yandle (Group Manager for Performance, Governance and Data Security) and Julia Stuckey (Member Services Officer)

62 **APOLOGIES AND SUBSTITUTE MEMBERS**

Apologies were received from Cllr Mrs H Bainbridge, who was substituted by Cllr Mrs E J Slade, Cllr Mrs C P Daw, Cllr Mrs G Doe who was substituted by Cllr R Evans and from Cllr T G Hughes. Cllr Mrs F J Colthorpe joined the Committee as a new Member.

63 **PUBLIC QUESTION TIME**

Mr K Grantham, referring to item 7 on the agenda and in particular the report that started on page 15 of the documents, said the recommendation is that 'The report be noted'. Will Members please consider if we are not in a situation where that report and what it represents should be the subject of considerable scrutiny and further questions? Has the report addressed the real issues and why we are in this position?

Is there anything missing from the report which is not in the public domain? It goes from paragraph 4.2.2 to 4.4. It then goes to a heading of 4.3 and then we have 4.5.1. The report has an appendix 1 on pages 23 to 25 of your bundle. Is that list of applications complete? I know of another application 17/01179/MFUL for 29 houses in Willand, which if added to the other two in appendix 1 and all are approved will increase the size of Willand by 21% with little or no improvement to infrastructure. The developers are 'buying' public green open space on existing sites which a

MDDC report shows that Willand has a 64% shortage of under National Guidelines. Are any other sites missing?

Under the heading Legal Implications you are advised about the 5 year land supply. When the submission of the Local Plan Review was first delayed Willand Parish Council, at an open meeting of the Council, questioned Councillor Chesterton, the portfolio holder for Planning, if this delay would have any implications on the likely applications which were not planned for? He assured us that officers were confident that the five year land supply was sound and so he was able to say that it would not be in jeopardy. The Local Plan Review is again being delayed putting more areas of the District at risk of speculative applications. Why were we misled? Who got it so wrong? Who has been held to account?

Mr B Warren, also referring to item 7 on the agenda, and in particular some elements of the report presented said the report sets out risk assessment under paragraph 6 and then sets out some options under paragraph 7 mitigating measures. Is there a hidden policy to try and let these speculative applications go through to try and 'build their way out of trouble'? Are certain communities being 'sacrificed' rather than show that major developments such as the 259 houses for Willand are likely to cause harm thereby negating the assumption under paragraph 14 of the NPPF?

I ask this question as last Tuesday I attended an informal appeal hearing against the refusal of the 259 houses in Willand. Most of the reasons for refusal were provided by Devon County Council on traffic matters. The appellants were represented by a barrister, planning consultant and traffic management consultant with two support staff. They had also submitted a 359 page statement of their case. In contrast MDDC were represented by a part time Area Team Leader Planning Officer supported by a DCC Highways Officer. Councillor Evans was present as a speaker, as was myself to represent the parish. The Planning Officer advised Councillor Evans and myself that she was limited as to what she could say. MDDC had not submitted a statement of case, a fact commented on adversely by the appellant's barrister. DCC had submitted a statement on the traffic reasons for objection. All MDDC had submitted was a copy of the Officers original report to accompany the original decision prepared months before. A lot of this was a detailed response from Willand Parish Council. The MDDC report had been prepared by another officer and made no comment on update information and argument provided by the appellants. MDDC made little or no effort to refute anything said by the appellants nor was there any meaningful attempt made to show what harm this could cause the village. Councillor Evans and myself did our best to redress this but doubt it will carry much weight with the Inspector in the light of the lack of commitment by MDDC Officers. One would have thought that such a major unplanned application would have warranted the attendance of the Head of Planning and the responsible Cabinet Member. Why were they not there?

Mrs Brooks Hocking, representing Crediton Town Council, referring to item 5 on the agenda said having been involved with MDDC officers over the last few years in discussions about the future of the building and having achieved what we thought was a fair outcome that would benefit Crediton residents, the decision from Cabinet not to go ahead but to operate on purely commercial principles was a bit of a shock.

We understand why the Council might want to do this, but before you do, I just want to ask if you are aware of the results this will mean for Crediton. Currently the

Crediton Council Offices accommodate on a permanent basis, Crediton Town Council; Community Transport and Citizens Advice

In addition, regular users are:

- Churches Housing Action Team
- In Sight Devon
- Crediton Hamlets Parish Council
- Stanbury Court Residents
- DCC Highways Surgeries
- DCC Children's Services
- DCC Independent Review Unit
- Crediton International Social Cultural Organisation (language school)

There is a real social benefit to the clustering of services. Even if the providers I have just listed find other venues, the social hub element will be lost if the building passes out of public ownership. Do you think this is a good thing for community services?

On the open market, just the purchase of the building would result in a 25% increase in the Town's precept in order to complete over 5 years as originally envisaged. Would the District Council be supportive of such a council tax increase for Crediton residents to purchase the building? Do you think this would be a fair way of us securing the building for community use?

We have a 5 year Strategic Plan, which could become severely compromised when competing with the purchase of the building. Is the District supportive of its town councils developing and implementing strategic plans?

Our Neighbourhood Plan consultation shows the Council office building is one of the most appreciated in the town for its local heritage and the services it provides. If the Cabinet decision is applied, we will have six months under the Community Right to Bid to consult with Crediton residents and to look at funding options. This is a very short time in which to try to secure such an important asset. Is this fair treatment of Crediton?

Councillor Peter Heal, at our September Town Council meeting told us that he would be 'very interested to hear our views on joint strategic planning, or wider community engagement processes. A new method of community engagement is something that the council is currently looking into.' He said he 'would welcome our views on the best way to approach this' and he would 'feed these back to the council as appropriate.'

I can shorten the feedback route by telling you that joint strategic planning is what we have been trying to achieve through negotiations so Crediton Town Council can take on more services that MDDC can no longer afford, and provide a community focus for local government. I can assure you that Crediton Town Council is completely open to joint planning.

Our 5 year strategy is to improve and develop the services and facilities for Crediton residents that they have told us they want. Is that a strategy that MDDC would want to support?

The lack of parity with Tiverton Town Council purchasing their Town Hall has already been recognised and so I will make no further comment on this.

64 **MEMBER FORUM**

Cllr T W Snow highlighted that despite having asked that the Minutes of the meeting held on 17th July be amended, this amendment had not been made to the online Minutes. The Monitoring Officer offered to look into this and would report back to the Cllr Snow and the Chairman.

65 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the last meeting were approved as a correct record and **SIGNED** by the Chairman.

66 **DECISIONS OF THE CABINET**

The Chairman informed the Committee that he had called in a decision made by the Cabinet at its meeting on 28th September 2017 for consideration by the Scrutiny Committee in accordance with the Council's Constitution.

The Chairman explained that he had taken this course of action because he felt that the Cabinet was inconsistent in its treatment of the Crediton Office in contrast to the disposal of Tiverton Town Hall (both acquisitions had been a result of the establishment of the Authority in 1974), to the detriment of Crediton Town Council and its community.

The Chairman reminded the Committee that the result of the negotiations with Tiverton Town Council, as stated in the Minutes of the Cabinet of 5th January, were that the Town Council agreed that they would purchase the Town Hall at a cost of £175k (half the price of the valuation), spreading the cost over a 6 year period with no interest payable.

He also informed the Committee that the recommendation by the Cabinet in respect of Crediton Office was:

- 1) To dispose of the Crediton Office at the full market value (“thus providing an opportunity to maximise income and demonstrate value for money”)
- 2) To notify the Land Charges service of the intention to sell the Crediton Office building and to inform the local community that the property had been registered as an asset of community value (with the risk “that the Town Council will be required to relocate”)

The Chairman added that there was no suggestion as to how that risk would be addressed or supported.

The Chairman said that ‘as I understand events, the previous Cabinet meeting of 31 August had before it an option that the building be offered to Crediton Town Council at half the then advised value on similar terms to Tiverton and that negotiations had been conducted with the Town Council to that effect, so much so that provision was made in the Crediton budget via an increased precept to meet the cost over a number of years, comparable to the Tiverton offer. However this potential outcome

was deferred at the Cabinet meeting to allow for further information to be provided prior to a decision being made. Subsequently there was a modest increase in the advised valuation. As a consequence, again as I understand, the Town Council was anxious that their asset could be potentially at risk and therefore applied for its recognition as an asset of community value. Why this application apparently led to the termination of all previous discussions without the possibility of reaching a successful conclusion is unclear to me. The Leader at the Cabinet meeting of 28th September remarked that it changed the complexion of the negotiations, but did not give further explanation. Crediton Town Council would have wished to continue with negotiations. Certainly the Town Council would not have wanted to put any impediment in the way of achieving a successful outcome, irrespective of its resort to the safety net of an application as a community asset. That now seems to have been denied to them’.

He continued by saying ‘I have not been party to the negotiations and understandably my knowledge is incomplete. However, I believe the Cabinet decision would seriously diminish the range of services available to Crediton Town Council and its community, in sharp contrast to the treatment of Tiverton Town Council.

It is to address the sense of unequal treatment that I felt that more time was needed to explore the issues in more detail, as hitherto the Cabinet has always been even handed in its relationship with partner councils.

I would therefore wish the following to be considered:

- 1) Whether, how and why the proposed outcome for the future of the Crediton Office changed in 2017 and whether such change was justified on the evidence and information available
- 2) Why the basis for the disposal of the Crediton Office differed from that made for the disposal of Tiverton Town Hall
- 3) To understand what consultation has taken place with interested parties prior to the decision and the outcome of such consultation
- 4) To look at the options put forward to Cabinet to examine the equality impact of such options and then to consider whether there were reasonable alternative options that were not considered.’

The Leader of the Council clarified that the resolutions from Cabinet had not included the words within the brackets in items 1) and d) of the Chairman’s summary of the resolution.

Cllr F W Letch, speaking on behalf of Crediton Town Council informed the Committee that the Town Council had carried out a feasibility study with a view to taking over the building. They had considered registering the building as a community asset but at that stage were advised that there would be little point as they would most certainly be offered the building at half market value. At an earlier Cabinet meeting the matter was deferred for future consideration. The Town Council felt that this gave them time to put a plan in place, having expected the deal to be in line with that agreed with Tiverton Town Council. Cllr Letch pointed out that Tiverton Town Hall had a market value and was currently used for weddings. Cllr Letch did not consider that Crediton and Tiverton had been treated in a similar manner due to differences regarding architectural surveys and whether the premises were considered to be viable for sale for commercial purposes. Crediton Town Council had expected to be offered the

premises for use as a community building, for the use of the Town Council as well as Crediton Hamlets Parish Council and numerous other groups. Cllr Letch urged Councillors not to 'sell of the family silver and live to regret it'.

The Director for Finance, Assets and Resources informed the Committee that at the Cabinet Meeting in July the agenda item regarding this matter had been deferred to allow officers to consider financial viability and they were advised that it was 'borderline' whereas Tiverton Town Hall had been considered to be of little or nil commercial viability due to the sums of investment needed in the building. There were also differences regarding ongoing revenue and maintenance which for Tiverton were far in excess of those predicted for Crediton. Financial regulations meant that the authority had to use due diligence when disposing of assets. The main change since July had occurred when Crediton Town Council registered the building as a community asset. Legislation meant that the Town Council and other bodies would have a six week period to register an interest in the premises and a further 6 months to raise funds for the purchase.

Cllr N A Way, who was also a member of the Town Council, stressed the importance of the building to the community and highlighted the number of community groups that used the premises since the Town Council had taken over running it.

Discussion took place regarding:

- Inconsistencies in the disposal of assets over a number of years;
- Legislation regarding community assets;
- Parish Councils and community groups would be eligible to register for the premises;
- The Asset Management Plan;
- Negotiations would commence at full market value but legislation did not state the sale had to be at market value;
- There would be subsequent decision points for the Cabinet regarding registration of interest and disposing of the asset:

The Chief Executive advised the committee that the Council now had to follow national regulations as per the legislation surrounding the disposal of community assets. Since the requirement to follow this approach was instigated by the actions of Crediton Town Clerk (on behalf of Crediton Town Council), he offered to write to her in order to understand their reasoning. However, the committee did not feel this was necessary.

It was **RESOLVED** that Members were satisfied with the information that had been provided and that the decision of the Cabinet taken in relation to this issue on 28 September 2017 should stand. Members recognised the responsibility of both Crediton Town Council and this authority to operate within the legislation laid down and to move forward in a proactive way.

(Proposed by the Chairman)

It was further **RESOLVED** that this Committee review procedures currently in place for the disposal of community assets to the market place, including a review of what had taken place in the past.

(Proposed by Cllr Mrs J Roach and seconded by Cllr N A Way)

Note: - i) Report * previously circulated and attached to Minutes.

ii) Cllr N A Way declared a personal interest as he was a member of Crediton Town Council.

67 CHAIRMAN'S ANNOUNCEMENTS

The Chairman made reference to Strategic Thinking training for Members that had taken place the previous week and informed the Committee that the Chief Executive would be circulating the outcomes. The Chairman informed the Committee that he had found the training to be very useful.

68 5 YEAR HOUSING LAND SUPPLY

At the request of the Chairman the Committee had before it and **NOTED** a report * from the Head of Planning, Economy and Regeneration providing an update on the position of the Council over the 5 year housing land supply and any implications upon it of the recent deferment of Local Plan Review examination sessions.

The officer outlined the contents of the report, explaining that in respect of housing supply, the National Planning Policy Framework (NPPF) required local planning authorities to identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements with an additional buffer of 5% to ensure choice and competition in the market for land. Where there had been a record of persistent under delivery of housing, local planning authorities had to increase the buffer to 20% to provide a realistic prospect of achieving the planned supply and to ensure choice and competition in the market for land.

The NPPF also advised that where a five year land supply of deliverable housing sites could not be demonstrated, policies on housing supply should not be considered up to date.

On 11th April 2016, an appeal had been allowed for outline planning permission for 60 houses on approximately 3.5 hectares of agricultural land outside the defined settlement boundary of Uffculme which was not allocated for development. The main issue in determination of the appeal was whether, having regard to the development plan, the NPPF, the housing land supply of the Council and the scale and location of the development, the appeal scheme would constitute a sustainable form of development.

The officer explained that demonstrating supply was not just about housing numbers. Deliverability was key. To be considered deliverable, sites should be available, be a suitable location for development, be achievable (i.e. with a realistic prospect that housing will be delivered within five years) and in particular that development was

viable. Delivery was also important in the context of the record of delivering houses in years prior to the point of appeal. One of the ways that a local planning authority could seek to maintain a supply of deliverable sites was through granting planning permission. The number of planning permissions in the District was currently standing at its highest figure since 2002/03 and 1665 dwellings received planning permission (Monitoring Report Summary to 31st March 2016). Whilst strategic sites had been slower to come forward than expected, this had been offset by the higher number of planning permissions granted overall. Despite this, average annual housing completions had not met the policy COR3 target of 390 or the FOAN target of 370. This lower rate of housing completion was to a large extent a result of factors outside the control of the Council such as the economy, the local housing market, the availability of development funding and commercial decision by housebuilders over permission implementation and build out rates. The Inspector acknowledged a recent dip in completions was a likely result of economic recession and reflected the position nationally together with efforts to bring forward the urban extensions. Nevertheless, his judgement was still informed by past delivery rates.

The Strategic Housing Market Assessment reviewed the whole housing market area within which Mid Devon was located and informed housing policies and strategies by identifying the future quantity of housing needed including breakdown by type, tenure and size. This was considered up to date and was accepted by the Inspector as being the best available evidence at the appeal and the basis upon which to assess housing need. It proposed a higher housing figure from 2013 onwards of 370 dwellings per annum compared with the Core Strategy of 290 dwellings per annum from 2016 onwards. In setting this higher requirement, an equivalent supply was needed. The deliverable supply fell short of this.

The position on these differed between the Council and the applicant at the Uffculme appeal with the latter taking a more pessimistic stance on delivery and using a housing requirement calculation that resulted in more housing being needed within the early years of the current plan period. Differences between a Council and developer over such matters was common and resulted in each party going into the appeal with a different understanding of land supply available.

The Government was currently consulting on a standard method for the calculation of a local authority's housing need, with the intention that a simpler, quicker and more transparent standard approach to assessing local housing need was applied.

The authority had now issued an update to its housing land availability in early October. At the time of writing the report, 5 year housing land supply calculations (including a 20% buffer) indicated that the Council was still currently not able to meet this requirement. Housing land supply was currently considered to be 4.15 years (as compared with the Inspector's estimate of between 4 -4.5 years in April 2016).

The officer outlined appendix 1 which detailed major scale housing applications submitted since 2016 particularly in unplanned locations. She confirmed that there did seem to be 'hotspots' of such applications around Willand, Uffculme, Copplestone and Crediton.

Until the Council could demonstrate a 5 year land supply (with 20% buffer) there would be vulnerability to housing applications coming forward on sites that had not been planned for development. Appeal losses could result in unbalanced distribution

of piecemeal development, development in areas considered unsuitable by the Council, a lower level of funding for affordable housing, community facilities and service infrastructure and additional costs to be borne by the Council. Decision making was also taken out of local control. Houses could now legitimately be put forward by developers on sites not planned for until supply figures were next tested and a new Local Plan was adopted. However Inspector's would continue to assess the sustainability of housing sites coming forward and the extent to which any material harm would result. It was therefore not a free for all on any site.

The officer confirmed the timing of the Local Plan, explaining that having taken legal advice and a review of statements of participants who would take part in the hearings a deferment had been requested to allow an independent review of the major modifications stage sustainability appraisal. This had now been commissioned. The officer was of the view that a delay in the order of 6 months could be expected. This would allow for the assessment to be carried out and reported upon, for a further period of consultation and for the Inspector to reconvene hearing dates having given the required notice period to participants. Efforts would be made to reduce the period of delay as far as possible where there was local control. However it was the Plan Inspector who set dates for examination hearings. The Council can expect to continue to receive housing applications on non-allocated sites during this period.

Mitigating measures that could be taken included advancing the Local Plan Review to adoption, bringing forward further sites for housing development, bringing forward suitable contingency sites, continuing efforts to deliver allocated or appropriate windfall sites, especially the urban extensions at Tiverton and NW Cullompton, entering into pre-application discussions on land not planned for housing to date.

The officer provided the following answers to questions asked during public question time.

The officer apologised that the numbering at section 4 of the report was incorrect but confirmed that there was nothing missing.

With regard to the application for 29 houses that were not listed within the appendix the officer confirmed that this site was an allocation and those listed in the report were for major applications for unplanned sites or sites that had been planned for with larger numbers. The site referred to is an allocated site for affordable housing.

With regard to the delay with the plan and assurances that had been made the officer commented that there had been an emerging situation since those decisions were taken, some over a year ago.

When an application was received for an unplanned site it was looked at on its merits and there was no purposeful approach to 'sacrifice settlements'. Because there was no up to date housing policy, tests from the National Planning Policy Framework (paragraph 14) had to be applied which were to grant planning permission unless adverse impacts of doing so would significantly and demonstrably outweigh the benefits when assessed against framework policies as a whole (assessing negative impacts against positive benefits). There was no free for all and that had been seen with the refusal at appeal of 60 houses at Copplestone, with the Inspector undertaking a similar balance and test.

With regard to the recent appeal and how it had been run the officer informed the Committee that it had been an informal hearing and it was unusual for there to be legal representation at these. The case was handled by a senior officer who was very experienced and knew the site well, accompanied by an officer from Devon County Highways. It was common practice for an officer's report to be submitted as the statement of case given the detailed contents. The Head of Planning Economy and Regeneration considered this to be a sufficient resource and would not expect to attend all such meetings. She also commented that the role of the Authority was to defend the reasons for refusal. Ward Members and the Parish Council could raise areas of concern outside of those reasons.

Discussion took place regarding:

- The number of sites allocated and the number of houses being built;
- The timeline going forward and concerns for unallocated sites in the meantime;
- Concerns that developers would be encouraged to put additional housing on inappropriate sites to increase numbers;
- Hot spots of application activity within the District;
- Whether or not requesting to remove Junction 27 and associated housing from the plan would speed up the process and the lack of credibility this could create;
- The Inspector had considered Junction 27 to be a self-contained package that he wanted to look at separately before looking at the plan in its entirety;
- The Inspector could recommend minor or major modifications, he would also consider whether Junction 27 proposals formed part of the plan to be adopted;
- The need to encourage developers to build houses and investigate reasons why they might not be doing so.

The Chairman thanked the officer for her report.

Note: - i) Report * previously circulated and attached to Minutes.

- ii) Cllr Mrs F J Colthorpe declared a personal interest as she was Chair of the Planning Committee.

69 **PERFORMANCE AND RISK**

The Committee had before it and **NOTED** a report * from the Group Manager for Performance, Governance and Data Security providing Members with an update on performance against the Corporate Plan and local service targets for 2017-18 as well as providing an update on the key business risks.

The officer outlined the contents of the report.

Discussion took place regarding the number of empty shops in the Tiverton town centre.

Note: - Report * previously circulated and attached to Minutes.

70 **UPDATE FROM WORKING GROUPS**

The Chairman provided an update regarding the AD Working Group, informing Members that the Group had met on one occasion to date and that they had a further meeting planned for the following week. He explained that the topic had been difficult to scope and that it did not include the slurry pit at Crossparks within its remit.

The Chairman also updated the Group on the Partnership Working Group which had been ongoing for a while. He informed Members that the Group needed to reflect on the work undertaken so far and to consider what other areas to look at.

The Chairman of the Consultation Working Group informed the Committee that the consultation undertaken had gone well and that following a planned meeting when the Group would be looking at other consultation that had taken place in the last year, a report would be submitted.

The Chairman of the Homelessness Working Group informed the Committee that they had a meeting planned at which they would meet people that had used or were in the system. They had learned that legislation was changing and that there would be an impact on the authority as a result of this.

71 **FORWARD PLAN**

The Committee had before it and **NOTED** the Cabinet Forward Plan *.

Members were advised that a briefing paper regarding the Tiverton Masterplan would be received at the next meeting.

Note: - Forward Plan * previously circulated and attached to Minutes.

72 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**

Cabinet Member for Finance
Performance and Risk
Traveller Sites
Tiverton Masterplan update
DCC Care Homes – update
Strategic Thinking feedback

(The meeting ended at 4.44 pm)

CHAIRMAN

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Briefing Paper for Scrutiny: Tiverton Town Centre initiatives.

Cabinet Resolution:

FROM THE SCRUTINY COMMITTEE - TIVERTON TOWN CENTRE (00-03-59)

At its meeting on 11 September 2017, the Scrutiny Committee noted the number of policies and action plans which appeared to have been on-going for a number of years. In particular, in relation to Tiverton Town Centre, the Scrutiny Committee passed the following resolution:

To recommend to the Cabinet that it acts upon the action plans to improve the Tiverton Town Centre and Pannier Market that were approved in 2011.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that the report identified by the Scrutiny Committee was thought to be "Tiverton Key Sites" which was discussed by the Cabinet in December 2011. This report identified key sites for potential development within the town; a project board was set up and it did look at potential sites, however at that time there was a lack of private sector investment in the town and although an officer working group continued the work by commissioning a retail study, little investment in the town took place.

With Premier Inn willing to invest in the town and other potential opportunities available, the Town Centre Masterplan/SPD which would look at the whole of the town (rather than just land holdings and property owned by the Council) was now very relevant and being progressed.

Consideration was given to:

- The key sites mentioned within the 2011 report and the fact that they were being considered within the masterplan.
- The need to generate capital receipts for investment.

RESOLVED that a briefing paper be produced for a future meeting of the Scrutiny Committee highlighting the work that was taking place with regard to Tiverton Town Centre.

(Proposed by Cllr R J Chesterton and seconded by Cllr C R Slade)

Briefing Paper on Tiverton Town Centre Improvements since 2011

- At the beginning of 2011 the Council entered into a secondment arrangement with North Devon District Council to provide Economic Development support to the Community Development Team. Craig Bulley, Barnstaple Town Centre Manager and Ellen Vernon, Economic Development Officer for North Devon worked one / two days a week for the Council providing expert advice on various aspects of economic development.
- In January 2011, a paper was written providing an Initial Review of Tiverton Market and its potential for growth. In November 2011, a further report was compiled: Tiverton Key Sites Report for Cabinet which outlined the potential of using Council owned assets in the town centre to future growth. The report outlined the objectives for a Tiverton Key Site Project as:
 - Properly understanding the needs of Tiverton and reaching an agreed vision for the future development of the town
 - Properly understanding the viable development options for the key sites
 - Potential to deliver what the town really needs in the right locations
 - Potential generation of capital receipts for MDDC
 - Overall, moving towards ensuring Tiverton is a vibrant and sustainable market town

The secondment arrangement ended in December 2011.

- Following the report, Lyons, Sleeman and Hoare were commissioned by the Chief Executive to write a report outlining development opportunities in the town centre and had a

retail emphasis. This was completed in December 2013 as the Tiverton Town Centre Retail Analysis (later revised in March 2015).

- In January 2015 the Council set up an Officer Working Group under the CEO with the Head of Housing and Property Services as Project Manager to support 'Tiverton Regeneration Project' with stated objectives including:
 - Produce a master-plan for Tiverton town centre that is agreed by the District Council after consultation with the Tiverton Town Council, Tiverton Traders Association and other interested parties.
 - Improve the range and quality of retailers and food and beverage operators operating within the town centre of Tiverton.
 - Facilitate an improved cinema offering for the town by working in partnership with Merlin Cinemas.
 - Improve the car parking facilities for visitors to the town through access improvements, signage and physical links to the town centre.
 - Build on the town's historic areas and heritage assets to contribute to this project, applying for grant funding where opportunities arise.
 - Develop a business plan to maximise the Council's property portfolio and bring forward new commercial development on land identified in the master-plan.
 - Encourage additional choice of low cost supermarket shopping within the town centre.
 - Include longer term consideration for the New Hall and Town Hall in any future master-plan.
 - Promote the formation of a Business Improvement District (BID) by April 2017.
 - Work with the private sector to bring forward plans for a hotel in the town centre.
- In August 2015 consultants were asked to bid for the delivery of a town centre investment and regeneration masterplan, with the intention that this be adopted as a Supplementary Planning Document, therefore having weight in subsequent planning decision making. (Previous reports and initiatives fulfilled different purposes and were not Supplementary Planning documents). Following consideration of these submissions, the Council decided to make changes to the brief to increase its scope and the shortlisted consultants were invited to resubmit their tenders.
- Following the resubmission of tenders, in December 2016 White, Young and Green were commissioned to undertake a master planning exercise covering the whole of Tiverton town centre. Stakeholder events were held to inform the contents of the draft options consultation document which will be going out for Stage 1 public consultation soon.
- During this period the Council has continued to take opportunities to facilitate future developments by assemblage of assets and changes of use, including:
 - Acquisition of 32-34 Fore Street (Apr 2014)
 - Re-location of Tiverton Information Centre to Tiverton Museum (Apr 2014)
 - Tiverton Shopfront Enhancement Scheme with High Street Innovation Funding
 - Development of a Coach Park in William Street
 - Opening of Elsie May Café (Jul 2014)
 - Acquisition of Market Walk (2014)
 - Negotiations with Premier Inn to develop a hotel at Phoenix Lane MSCP
 - Re-location of DWP Jobcentre to Phoenix House (Nov 2016)
- In June 2015 the Council introduced the highly successful Electric Nights' Streetfood Events, which went on to win the NABMA 'Best Small Food Market Award' 2016, and Devon Life 'Best Food Event of the Year' Nov 2016.
- Following the appointment of a new Market Manager, a Strategy for Tiverton 2017 – 2027 was approved at Council on the 22nd February 2017 and Market Position Paper received by

the Economy PDG in March 2017 which outlines the direction of market developments over the next five years.

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SCRUTINY 6TH NOVEMBER 2017

REPORT OF JENNY CLIFFORD, HEAD OF PLANNING, ECONOMY AND REGENERATION

GYPSY AND TRAVELLER PITCH PROVISION

Cabinet Member Cllr Richard Chesterton
Responsible Officer Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

Reason for Report: To respond to Scrutiny Committee's request for a report on the position of the Council over gypsy and traveller pitch provision.

RECOMMENDATIONS: That the report be noted.

Relationship to Corporate Plan: Priorities within the 2016 – 2020 Corporate Plan are economy, homes, community and environment.

Financial Implications: None.

Legal Implications: The Council is required to have a 5 year supply of deliverable sites, as well as developing fair and effective strategies to meet longer term needs. The Council also has a public sector equalities duty (PSED) under the Equalities Act 2010.

Risk Assessment: Where five year supply cannot be demonstrated, this should be treated as a "significant consideration" when considering applications for temporary pitches, although it does not confer a presumption that temporary pitches should automatically be made permanent. The Council's decisions could be judicially reviewed if it fails to fulfil its PSED.

Equalities: The PSED duty under the Equalities Act 2010 provides that a public authority must in the exercise of its functions have due regard to the need to eliminate discrimination advance equality of opportunity and foster good relations between those who share protected characteristics and persons who do not share it. Both Romany Gypsies and Irish Travellers have protected characteristics (of race) under the Equalities Act 2010

1.0 NATIONAL PLANNING POLICY FOR TRAVELLER SITES.

1.1 The Government published the Planning Policy for Traveller sites (PPTS) in August 2015. It sits alongside the National Planning Policy Framework and provides specific advice on planning for traveller sites, and replaces earlier advice dated 2012. The PPTS defines gypsies and travellers as:

'Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.'

In determining whether persons fall within this definition, the PPTS advises consideration should be given to:

- a) whether they previously led a nomadic habit of life

- b) the reasons for ceasing their nomadic habit of life
 - c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.
- 1.2 The PPTS requires Councils to assess the need for traveller sites, by working collaboratively and developing fair and effective strategies to meet need through the identification of land for sites. Mirroring the NPPF, Councils are required in their local plans to maintain a rolling 5 year supply of deliverable sites and to identify specific developable sites or broad locations for years 6-10 and where possible years 11-15.
 - 1.3 Criterial based polices (as opposed to clear allocations) should only be relied upon where there is little identified need.
 - 1.4 The PPTS also provides guidance on the location of traveller sites. Councils should seek to ensure peaceful and integrated co-existence between sites and the local community, promote collaboration and access to health and education, and reduce the need for long distance travelling and environmental damage caused by illegal encampments. Sites should show proper consideration for the effects of matters such as noise and air quality on health and wellbeing of travellers, avoid placing undue pressure on local infrastructure and services, should not be located in flood risk areas and reflect the extent to which traditional lifestyles can contribute to sustainability (e.g. whereby some travellers live and work in the same location).
 - 1.5 In determining planning applications, Councils should consider the existing level of provision and need, availability of alternative sites and applicants' personal circumstances.
 - 1.6 Where a Council cannot demonstrate a five year supply of sites, this is a "significant material consideration" for applications for temporary planning permissions (although there is no presumption that they should automatically be made permanent).
 - 1.7 Conversely, the PPTS seeks to "very strictly limit" sites in open countryside away from exiting settlements or outside areas allocated in the development plan and ensure that sites due to their scale do not "dominate" the nearest settled community.
 - 1.8 The 2015 PPTS changed the definition of "traveller" for planning purposes to exclude people who have permanently ceased travelling. On this basis "bricks and mortar accommodation" for people who have *permanently* ceased a nomadic lifestyle is subsumed into the general housing need. The change in definition is being challenged through the courts, on the basis that it is discriminatory, particularly against Gypsies and Travellers who are old, disabled, in serious ill health or caring for others.
 - 1.9 The PPTS distinguishes between "gypsies and travellers" and travelling show people. This report considers gypsies and travellers.
 - 1.10 Whilst the PPTS defines travellers without reference to ethnic origin, it is worth noting that both Romany Gypsies and Irish Travellers have protected characteristics (of race) under the Equalities Act 2010, and Section 149 of the act creates a public sector equality duty for local authorities.

2.0 ASSESSMENT OF MID DEVON'S NEED FOR GYPSY AND TRAVELLER ACCOMMODATION.

- 2.1 Mid Devon's current assessment of need for gypsy and traveller accommodation (GTAA) was carried out on a sub-regional level, reflecting the cross boundary nature of the housing market area and was published in March 2015. It assessed the stock

of accommodation (53 residential pitches at a 2014 baseline) and assessed need arising 2014- 2034.

2.2 **This identified a need for 35 permanent gypsy and traveller pitches in Mid Devon between 2014- 2034.** It also identified a need for 34 “bricks and mortar” i.e. dwelling houses. No additional need for transit pitches in Mid Devon was identified.

2.3 The GTAA identified an annualised need of 3 pitches per year 2014-19, falling back to 1.2 per year after 2019. This frontloads the need, although the average yearly need over a five year Plan period is 1.8 pitches.

2.4 This level of need represents an increase above the 10-15 pitches that the adopted Local Plan was required to provide between 2006-26.

2.5 The GTAA shortly predated the publication of the government’s revised Planning Policy for Traveller sites (PPTS) in August 2015. As noted above, this redefined travellers to exclude people who had permanently ceased their nomadic lifestyle and on this basis, the 34 “bricks and mortar” units was subsumed into the general housing requirement. The Local Plan Review seeks to meet this level of need.

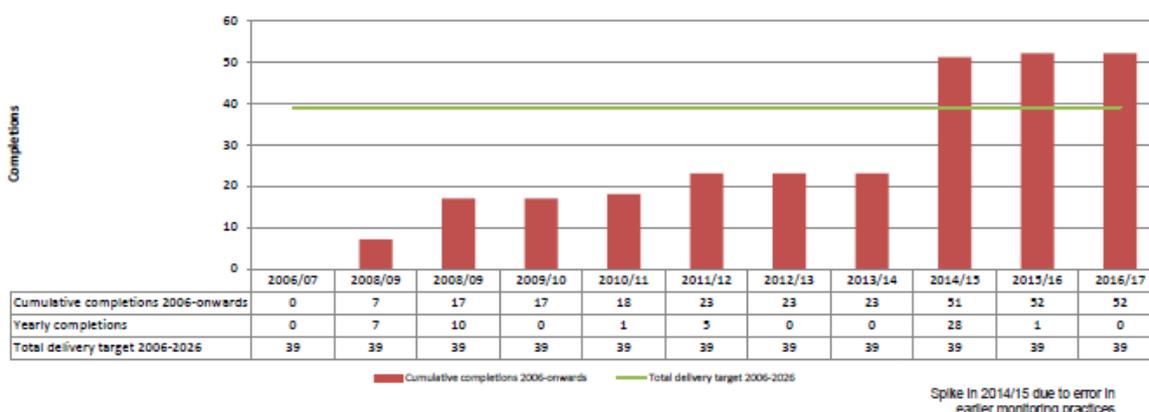
2.6 In other respects, the 2015 GTAA is considered to remain a robust assessment of need for accommodation for travelling people.

3.0 RECENT PROVISION OF GYPSY AND TRAVELLER PITCHES.

3.1 Mid Devon has created a total of 52 pitches since 2006/7. Whilst there was a spike of 28 pitches being recorded in 2014/15, this is due to previously unrecorded completions since 2006/7 being retrospectively added as a result of the GTAA’s findings. Accordingly these figures (except for 1 pitch) are accounted for in the GTAA’s base data and cannot be accounted against the 35 pitches assessed to be needed in the Local Plan Review period (2013-34).

Table 1 Gypsy and traveller Completions: Mid Devon 2017 Monitor.

Gypsy and traveller completions



3.2 Applications for additional pitches on existing sites can be treated as additional provision. One pitch in 2014/15 appears to be additional to the GTAA database. One additional pitch was provided in 2015/16. Since 2014, 11 pitches have gained permission either for new pitches or to regularise pitches not recorded in the GTAA. These are summarised at **Appendix 1**.

3.3 There is a pending application at Ashculm Corner Hemyock (17/01480). Permission has recently been granted at Stubnail Post, Oakford (17/00567). If approved these would regularise pitches which are not recorded in the GTAA database, and can therefore be recorded as part of the 5 year supply. There are also 2 pitches with temporary consent (Oak meadow, Holcombe Rogus and The paddocks, Willand, which if made permanent would add to 5 year supply. This is without prejudice to the determination of any applications, although their contribution to meeting 5 year supply is a material consideration.

4.0 FIVE YEAR SUPPLY.

4.1 Table 2 below shows Mid Devon's five year supply based on the above. This Indicates a need for around 24 pitches in total (17.6 travellers and 6.2 travelling showpeople).

Table 2 Five year Supply Requirement for Gypsies and travellers.

	Backlog (annualised)	2017/18	2018/19	2019/20	2021/22	2022/23	Five year requirement
Gypsies and travellers	6	3	3	1.2	1.2	1.2	15.6
Travelling show people	3	1	1	0.4	0.4	0.4	6.2
Total	9	4	4	1.6	1.6	1.6	21.8

N.B backlog = Backlog should normally be met over 5 years.

4.2 As noted above, 2 pitches have been completed and 11 pitches have received permission since 2014, which count against this requirement. This brings the unmet requirement to 9 pitches. This number of pitches need to be provided in order to meet 5 year supply. If the 3 applications currently pending are approved the outstanding requirement would be 3 pitches.

4.3 It is stressed that five year supply is a rolling figure and developable pitches should be identified to provide for the identified need of 35 pitches for Gypsies and travellers over the Plan period. On this basis it is stressed that the relatively healthy provision through regularising sites does not remove the need to provide pitches in conjunction with urban extensions noted in the Local Plan (see below).

5.0 DEVELOPMENT PLAN POLICY.

5.1 THE DEVELOPMENT PLAN – AND ITS STATUS.

5.1.1 Planning Law indicates that planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise. A shortfall in general housing need cannot be used to argue a wider presumption in favour of sustainable development for Gypsy and Traveller accommodation. However the need for a five year supply of Gypsy and traveller pitches is material to planning proposals for such accommodation. There is no automatic presumption that temporary grants of permission should be granted permanently.

5.1.2 The current Mid Devon Local Plan is comprised of the Core Strategy (adopted July 2007), Allocations and Infrastructure Development Plan Policy (AIDPP adopted 2010) and Development Management Policies (DMP, adopted 2013). These pre-date the NPPF (apart from the DM Polices document), and the 2015 PPTS and

GTAA. Accordingly the evidence in the GTAA should carry significant weight in decision taking.

- 5.1.3 The Local Plan Review 2013-33 is currently at Examination Stage. This is a relatively advanced stage of preparation but because the Inspector has not yet carried out the examination, it still carries limited weight, particularly where policies have been objected to. Nevertheless the policies in the Plan reflect the 2015 GTAA and are therefore based on the most recently available evidence.

5.2 EXISTING MID DEVON LOCAL PLAN.

- 5.2.1 Both the adopted and emerging Plans seek to provide pitches within wider urban extensions in order to ensure their connection with the community and community facilities and avoid proliferation in the open countryside.

- 5.2.2 **Policy AL/DE/7** of the AIDPP is a criteria based policy for the location of pitches in the countryside where need cannot be reasonably met elsewhere and the site is accessible by public transport within 30 minutes of a secondary school and hospital.

- 5.2.3 **Policy AL/DE/8** undertakes to provide a public site for gypsy and traveller pitches.

- 5.2.4 **Policy AL/TIV/1** is the proposal for the Tiverton Eastern Urban Extension. Criteria c) requires the provision of at least five pitches for gypsies and travellers. Similarly **AL/CU1(a)** requires at least 5 pitches at North West Cullompton as part of its affordable housing offer. Policy **AL/CRE/12 (a)** proposes the same number at Pedlerspool, Crediton.

- 5.2.5 Outline planning permission has been granted for three gypsy and traveller pitches at Tiverton Eastern Urban Extension and in accordance with the adopted masterplan these are to be located near the north-eastern corner of the site. Planning applications for the first phase of development at NW Cullompton are currently under consideration. It is intended that the gypsy and traveller pitch provision would come forward as part of the second phase. A planning application is also pending for the development of the Pedlerspool site in Crediton. As submitted, the application does not make provision for gypsy and traveller pitches as required by policy.

5.3 LOCAL PLAN REVIEW Now at Examination Stage.

- 5.3.1 **Policy S3 e)** states that: "A five year supply of gypsy and traveller pitches will be allocated on deliverable sites within Mid Devon to ensure that the predicted need for traveller sites will be met. A further supply of developable sites or broad locations for growth will be identified equivalent to a further ten years of predicted growth. The Housing Authority will seek to provide a public site for gypsy and traveller pitches within Mid Devon, subject to the availability of funding".

- 5.3.2 Paragraph 2.31 of the Explanation indicates that the Local Plan Review is following the advice of the GTAA, i.e. to provide 35 pitches. The need for pitches for gypsies and travellers will be accommodated within larger housing sites, such as Tiverton Eastern Urban extension, North West and East Cullompton and Pedlerspool in Crediton.

- 5.3.3 Site specific proposals for gypsy and traveller pitches are included in several large site allocations of the Local Plan Review. These are:

Table 3 Local Plan Review

Policy	Name	Requirement
Tiv1(b)	Tiverton Eastern Urban Extension	At least 5
CU1 a)	North West Cullompton	At least 5
CU7 b)	East Cullompton	At least 10
CRE5 a)	Pedlerspool, Crediton	At least 5
Total		25

5.3.4 It is noted that the above figures total 25 pitches. Although they are not a maximum figure they leave around 9 pitches to be identified elsewhere.

5.3.5 **Policy DM7 Traveller Sites** sets out a criteria based policy to meet this need:
“Planning applications for gypsy and traveller pitches, including pitches or plots for travelling show people, will be permitted where:

- a) *Suitable onsite facilities will be provided including space for children’s play;*
- b) *The proposal will have suitable environmental quality for residents including non-isolating boundary treatments; and*
- c) *Occupation will be limited to those who meet the Government’s published definition of gypsies and travellers, including travelling showpeople.*

Where development proposals are considered under S13 (Villages) local services can be accessed without the use of a car.

Where development proposals are considered under S14 (Countryside), the need cannot be met on another suitable site in Mid Devon which has consent or is allocated for gypsy and traveller pitches.

Sites with associated employment or storage elements may be permitted where there is specific justification and the location of the proposed development will not have harmful impacts on local amenity or the local environment. Gypsy and traveller accommodation may be included as part of the affordable housing requirement”.

Contact for more Information: Mrs Jenny Clifford, Head of Planning and Regeneration (01884) 234346 jclifford@middevon.gov.uk

Circulation of the Report: Councillor Richard Chesterton

List of Background Papers:

Mid Devon Local Plan <https://www.middevon.gov.uk/residents/planning-policy/mid-devon-local-plan/>

Local Plan Review <https://www.middevon.gov.uk/residents/planning-policy/local-plan-review/>

Gypsy and traveller accommodation assessment 2015 final report
<https://www.middevon.gov.uk/media/114028/devon-partnership-2015-gtaa-final-report.pdf>

Appendix 1: Assessment of Permissions for Gypsy and Traveller Pitches since 2013.

The following permissions appear to be part of the GTAA baseline and are therefore not included in the 5 year supply calculation:

13/01115/FULL - 1 pitch, The Paddock, Willand,
14/00476/FULL - 1 pitch Djangos Rest Cullompton
14/02055/FULL - Langarra, Dean Hill Road, Willand. Permission granted 20 April 2015 to allow 11 static residential caravans and 5 touring caravans (in place of 8 statics and 8 touring approved under 11/00515/Full). Site noted in GTAA and no net increase from 2011 consent).

The following permissions appear to be additional to the GTAA (and therefore part of the 5 Year Supply)

16/01132/FULL 6 and 7 The Corbett, Red Ball, Burlescombe: 4 pitches. Permission granted 18th November 2016. One pitch (of the 4 approved) was noted as being occupied in 2016 i.e. post dating the GTAA.

16/01133/FULL - 5 The Corbett, Burlescombe 5 pitches. Permission granted 18th November 2016. This application sought to retrospectively retain five pitches.

16/00490/FULL Land at Muxbeare Lane, Willand (also 14/01918/FULL). 1 new pitch completed 2015/16.

17/00567 Stubnail Post, Oakford. Variation of condition (1) of Appeal decisions A & B: APP/Y1138/C/10/2139560 & 2139561 and Appeal decision C: APP/Y1138/A/10/2133187 granting temporary planning permission to allow permanent residence of the site. Permission 12 October 2017. Permission granted 12th October 2017. This site is not recorded as part of the GTA baseline and contributes to five year supply.

The following application is pending and if approved would count towards 5 year supply.

17/01480/CLU Ashculm Corner, Hemyock. Certificate of Lawfulness for the existing use of 2 caravans in breach of condition (3) of planning permission 01/00451/FULL for a period in excess of 10 years. Whilst the site has consent for Gypsies and travellers, the pitches in question do not appear to be recorded in the GTAA baseline. Decision pending.

The following temporary consents are not part of the stock in the GTAA so would be counted towards five year supply if made permanent:

14/01284/FULL Oak Meadow, Holcombe Rogus TA21 ONE Approved 7/11/14 Siting of Temporary Gypsy Pitch (To be Discontinued from use by 7/11/19).

14/00779/FULL Land and Buildings at Stubnail Post Oakford Approved 11/07/2014 Siting of temporary pitch for 5yrs (To be Discontinued by 11/07/2019). Previously granted temp 3yrs, not previously noted, allowed temp for another 5yrs. (See current application above).

13/00777/FULL Land at The Paddocks, Willand; Refused 10/10/2013, Appeal allowed 14/08/2014 Siting of temporary Gypsy Pitch for 5yrs (To be discontinued by 14/08/2019).

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Update to Scrutiny Committee on 6 November 2017 from the Cabinet Member for Finance

Since my last briefing to this Committee in October 2016 the Finance Team has maintained its status as one of the fastest to close its statutory Accounts. In addition the Council delivered all of its services within budget during 2016/17 (and within national prescribed performance indicators) and managed to increase a number of essential ear marked reserves. Ctax, Business Rates and HRA rent collection continued to remain in the highest national quartile which reflects the effort of these teams. Our external auditors once again commented on our good delivery of value for money in terms of service provision.

Moving forward to 2017/18 we have again managed to set balanced budgets (apart from a very small use of NHB), maintain service provision and keep CTax to an acceptable level. Remember – there were 5 successive years of CTax freezes between 2011/12 – 2015/16.

To remind members this is set against a backdrop of Govt. reductions in Revenue Support Grant funding of circa £4.0m since 2010/11.

To further gives members an overview funding context our GF services cost a net £8.5m based on the 2017/18, but our overall gross expenditure is circa £53m. As far as how we fund this service provision our Ctax receipts now amount to 5.4m – so account for around 63% of our next costs.

There are 3 very important committee reports going to Cabinet in October that Members will be interested to read – an overview of the first 6 months of performance vs budget in 2017/18, followed by an updated MTFP, predicting a £1.1m budget gap by 2020/21 and finally a draft 2018/19 budget paper with an estimated funding gap of £617k.

At this juncture I would like to remind members of some of the highlights over the last 12 months since my previous attendance at Scrutiny, focusing on some of the initiatives/changes/achievements that have been introduced in order to reduce the operational costs of running MDDC:

- Benefitted from the DCC waste saving sharing agreement - £200k per annum
- Recently just commissioned the Transfer Station at Carlu Close – cost avoidance benefit – alternative could have seen landfill to Exeter and GW to Somerset

- Seen our Garden Waste customer base tip the 9,500 figure
- Implemented our new Leadership team/structure – incl. Group Managers
- Continued to work with Town & Parish Councils to discuss ongoing service provision of: toilets, play parks, grass cutting, etc.
- Secured significant capital receipts from the sale of surplus assets (circa £1.5m) - now utilising these funds for commercial acquisitions to help
- Maintained pricing strategy for P&D car parking charges – extra £141k
- Key property decisions that have happened or are being worked on: Purchase and let of Coggans House and other commercial acquisitions being explored, Premier Inn, Rear of Town Hall site, Exe Valley LC extension, Town Halls, major housing sites, extra Council House units, etc.
- Made further reductions to our staffing costs – circa £100k
- Continue to invest staffing to facilitate step change in economic and tourism areas to meet Corp objectives
- Continue to financially support key bodies in the District (Grand Western Canal, Museum, CAB, etc.)
- Increased our CCLA investment to £5m – last yr return of 4.8% = £190k per annum
- Introduced a shared Building Control service with North Devon
- Selling procurement expertise to Torridge DC. Working on an economic and spatial planning strategy with Exeter, East Devon and Teignbridge
- Have just applied to be a 100% BR Pilot
- Changes to Housing legislation – homeless reduction act and return to rent of CPI+1% increases.
- Continued welfare reforms – Universal Credit roll out from 1/4/18
- Removal of CTax freeze grant and change to capping levels – i.e. £5 for District Councils
- Continued work to enable/promote new housing and commercial developments based on current funding criteria for both NHB and business rates

Key note - Most of the above mentioned work has been completed within existing budgets and some will help deliver future savings and therefore help us deliver balanced budgets in the future (in the knowledge that the Govt's has "offered" us a fixed term funding settlement that will see a further £0.5m reduction to RSG by 2019/20).

The future

The £1m Challenge – by 2020/21!

Uncertainty – the new "norm"

Consultation on 2 of our major funding sources is ongoing – BRates and NHB

Delays to 100% BR retention (new Pilot potential) and Fairer Funding

Major policy changes coming to Housing – will it stimulate delivery?

Impact of Universal Credit and the Homeless Reduction Act

Austerity and pay restraint of 1% – prevailing RPI of 3%

Delivery/growth agenda – and how much is in the Council's control?

As we explore more commercial/new opportunities the Council must accept an increased portfolio of risk – which may be more subject to market/demand volatility – and hence need review current/future reserve levels. But must always undertake careful due diligence when entering in to these decisions.

We are being offered a fixed 4yr grant settlement – which will then confirm the complete removal of RSG by 2019/20. But there are still significant uncertainties around: Business Rates, Council Tax increases, changes to NHB, other new legislation on housing, homelessness and the impact of Universal Credit.

On this basis we are exploring more innovative ways of working, looking to increase income, share resources, prioritise budgets and take on new ways of delivering services.

This will all help move towards bridging our estimated funding gap. The finance team and service managers are currently working on scenarios to reduce the costs of their services by around 12% by 2020/21 in order to give our new Leadership Team options that can be discussed and explored by members to ensure the Council can continue to deliver excellent service provision at an affordable level.

SCRUTINY 6TH NOVEMBER 2017

AGENDA ITEM

REPORT OF: Stephen Walford, Chief Executive

Member Development – Strategic Thinking Update

Responsible Officer: Sally Gabriel, Member Services Manager

Reason for Report: Earlier this year, following assessment and interviews, the council secured the charter for member development for a further three years (to April 2020). As part of ongoing member development activity, 11 members recently participated in a development session focused on 'strategic thinking'. This report updates scrutiny on that activity and highlights emerging concepts for consideration.

RECOMMENDATIONS:

That the committee note the report as presented, and considers whether any recommendations may arise from its content.

Relationship to Corporate Plan: Good governance and decision-making underpin all aspects of the corporate plan.

Financial Implications: None arising from this report.

Legal Implications: None arising from this report.

Risk Assessment: The quality of member thought, debate and direction, is vitally important to the sound decision-making of the council. A strong commitment to self-development maximises the potential for robust, positive decisions and minimises corporate risk. This is true as much for elected members as it is for employed staff.

1.0 Background

- 1.1 In March this year, the council was successful in retaining its member development charter following an assessment process led by South West Councils and being part of a national programme supported by the Local Government Association¹.
- 1.2 This member development assessment came shortly after the council's peer challenge review, which outlined the need to make the most of members' talents within the PDG and Scrutiny functions... *'Changing this to be more productive will need a change in outlook and practice from members [and officers] but would offer the council a potentially valuable resource.'* This is set out in the Peer Challenge Feedback Report (see background papers).
- 1.3 As part of an overarching member development programme, a session was arranged to look at strategic thinking and effective discussion. This report provides an update from that session.

¹ <https://www.middevon.gov.uk/your-council/councillors-democracy/councillors/member-development/>

2.0 Update

- 2.1 On 6th October a half-day session, externally-facilitated, was held with members. The 11 attending (over 25% of the elected members of the council) were self-selecting and came from across the majority administration group and those in other parties / independents.
- 2.2 The session was split into a number of elements, with regular workshop breakouts where sentiment was captured on flip-charts or post-it notes. The content of these is reflected in appendix A, but could be grouped into the subject categories below – note that comments are from individuals and are non-attributable:
- What is a good/positive strategic discussion?
 - What is a bad/negative strategic discussion?
 - How do you know when conflict is being avoided?
 - What does a negative discussion feel like?
 - How do you know if trust is absent?
 - What would you change?
- 2.3 The list of items that members would like to change provides a useful illustration of some of the hopes, aspirations and frustrations of members in that setting. There was no deliverability context, so these suggestions range from easy to hard, and from small to large value in terms of council outcomes.
- 2.4 The majority (all?) members felt it was a valuable use of their time and that there were a range of positive sentiments that could be taken forward. Discussion at scrutiny provides a formal arena for this to happen.

3.0 Next Steps

- 3.1 Members to consider how to take this forward and to advise the council's member services function on future member development needs.

Contact for more Information:

Stephen Walford, Chief Executive: SWalford@MidDevon.gov.uk

Circulation of the Report: All Members

List of Background Papers:

Corporate Peer Challenge Feedback Report:

<https://www.middevon.gov.uk/your-council/how-the-council-works/corporate-peer-challenge/>

Appendix A

What is a good/positive strategic discussion?

<i>Debate & Diversity</i>	<i>Options</i>	<i>Clear Facts</i>	<i>Clarity</i>
<i>Direction</i>	<i>Concise</i>	<i>Safe Space</i>	<i>Decisive Chair</i>
<i>A bit of 'thinking time'</i>	<i>Effective Summary</i>	<i>Time to Digest/Reflect</i>	

What does this feel like?

<i>Mutual Respect</i>	<i>Confident</i>	<i>Empowerment</i>	<i>Valued</i>
<i>Informed</i>	<i>Commitment</i>	<i>Buy-in</i>	<i>Ok to Disagree</i>
<i>Constructive Conflict</i>	<i>Need a Sense of Achievement</i>		

What is a bad/negative strategic discussion?

<i>Woolly Language</i>	<i>1 Person Dominating</i>	<i>Talking Over Each Other</i>	
<i>Playing with Phone</i>	<i>Pre-conceived Ideas/Outcome</i>	<i>No Output</i>	
<i>Not Read Papers!</i>	<i>Disrespect for Differing Views</i>	<i>Not getting Involved</i>	
<i>Sycophancy</i>	<i>Buzz words / 'Fashionable' language</i>	<i>Sleeping</i>	
<i>Chairman controlling too much</i>		<i>People Not Listening</i>	

What does this feel like?

<i>Tribal</i>	<i>Tired</i>	<i>Frustrated</i>	<i>Negative</i>
<i>Bullied</i>	<i>Bored</i>	<i>Annoyed</i>	<i>Impotent</i>
<i>Fed Up</i>	<i>Waste of Time</i>	<i>Why am I Here?</i>	<i>No Point</i>
<i>Personal Feelings Can Get in the Way</i>			

How do you know when conflict is being avoided?

<i>No eye contact</i>	<i>Changing the subject</i>	<i>Body language</i>	<i>Reading emails</i>
<i>Pre-determination</i>	<i>Side conversations</i>	<i>Feigning agreement</i>	<i>Silence</i>
<i>Not contributing</i>	<i>False platitudes</i>	<i>Failure to challenge</i>	<i>No debate</i>

What can you do about it?

<i>Prompt a response</i>	<i>Take a break</i>	<i>Encourage contribution</i>	
<i>Recognise value of alternative views</i>		<i>Play devil's advocate</i>	
<i>Create involvement</i>	<i>'What do you think?'</i>		
<i>Involve everyone</i>	<i>Know your colleagues</i>		

How do you know when trust is absent?

Lack of preparation Evasiveness Disrespect No straight answers
Personal hostility Lack of eye contact Prejudice Superficiality
Avoiding meetings Dominating opinions Taking comfort in groups
Saying one thing/doing another Diversionary tactics

What can you do about it?

Ask for clarity Challenge behaviour Draw attention to it Question
Rise above it Offer opportunity Get rid of Political Groups
Vary seating arrangements Get back on topic Mix it up
Look for opportunities to come together and build trust

What would you like to change? (Not in any particular order)

Chairman should be best for job (not according to political colour)
Get rid of political groups
Find a democratic way to shorten planning meetings
Standing to speak at council (some thought all should sit, others thought all – incl officers, should stand)
Members should be more concise when speaking
Members should not feel they have to speak to justify their attendance
Get rid of cabinet system
Sit where you like at meetings
Stop the prayers before full council – presumes religion
PDGs should make policy recommendations to full council, not cabinet
Change policy on sustainable villages
Independent facilitation for a member away day
Chairs of committees should change after 2 years maximum
Introduce 'pause for reflection/thought' instead of Christian prayers
Stop political parties forming groups
Right to buy receipts should stay with local council
Some committee chairs should go to opposition members (not just scrutiny)
Planning rules should not be subject to 'robust conditions'
DCC control over what we want to do
Allow councils to invest in social housing
Musical chairs at meetings – don't like being told where to sit

MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

November 2017

The Forward Plan containing key Decisions is published 28 days prior to each Cabinet meeting

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
<p>Land for Affordable Housing</p> <p>To acquire land (in consultation with the Cabinet Member for Housing) for the provision of affordable housing (under the scheme of delegation) at Waddeton Park, Post Hill, Tiverton</p>	Director of Finance, Assets and Resources	Not before 1st Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242		Open
<p>10 Year Management Plan for Open Spaces</p> <p>The Open Spaces Manager will put forward provisional plans for a framework of development for open spaces, play areas and cemeteries in the District.</p>	Environment Policy Development Group Cabinet	7 Nov 2017 23 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
<p>Market Rights Policy</p> <p>A report proposing the adoption of a new Market</p>	Economy Policy Development Group	9 Nov 2017	Alan Ottey, Tiverton Town Centre and Market Manager	Cabinet Member for Planning and Economic Regeneration	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Policy.	Cabinet Council	23 Nov 2017 13 Dec 2017		(Councillor Richard Chesterton)	
Market Environmental Strategy To receive a report considering the Environmental Strategy for the Tiverton Pannier Market	Economy Policy Development Group Cabinet Council	9 Nov 2017 23 Nov 2017 13 Dec 2017	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Severe Weather Emergency Protocol and Extended Winter Provision Protocol As a member of the Devon and Cornwall Housing Options Partnership (DCHOP) the Housing service recognises that local areas should try to prevent rough sleeping at any time of the year. However, the winter	Homes Policy Development Group Cabinet	14 Nov 2017 23 Nov 2017	Michael Parker, Housing Options Manager Tel: 01884 234906	Cabinet Member for Housing (Councillor Ray Stanley)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
period can present the greatest risks to the health of rough sleepers. Therefore a protocol needs to be agreed with the other LAs in the County.					
Community Housing Fund Grant Policy To receive a report from the Housing Services Manager regarding the new Community Housing Fund Policy.	Homes Policy Development Group Cabinet Council	14 Nov 2017 23 Nov 2017 13 Dec 2017	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Rechargeable Repairs To receive a report reviewing the Rechargeable Repairs policy.	Homes Policy Development Group Cabinet	14 Nov 2017 23 Nov 2017	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Corporate Debt Recovery Policy To consider a revised policy.	Audit Committee Cabinet	21 Nov 2017 4 Jan 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Local Plan Review Update	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Councillor Richard Chesterton	Open
Local Enforcement Policy (post consultation) Report of the Head of Planning and Regeneration following the consultation process	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Tiverton Eastern Urban Extension Area A - Masterplanning - Land South of West Manley Lane To consider options available in relation to the masterplanning of this area.	Cabinet	23 Nov 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Half Yearly Investment Performance and Review of Treasury Management Strategy	Cabinet	23 Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Report regarding treasury performance during the first 6 months of the 2017/18 financial year.					
Supply of Kitchens To consider the outcome of the procurement exercise for the supply of kitchens to Council property.	Cabinet	23 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Heart of the South West - Joint Committee To receive a report to formally agree the joint committee.	Cabinet Council	23 Nov 2017 13 Dec 2017	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
Gender Pay Gap To consider a report outlining the current position with regard to the Gender Pay Gap within the authority.	Cabinet	23 Nov 2017	Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919	Leader of the Council (Councillor Clive Eginton)	Open
Council Tax Reduction Scheme Report regarding a scheme	Cabinet Council	23 Nov 2017 13 Dec 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel:	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
for 2018			01884 234242		
Greater Exeter Strategic Plan To consider a report of the Head of Planning, Economy and Regeneration regarding a draft strategic plan.	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Insurance Tender To consider delegating authority to the Head of Finance, Assets and Resources in consultation with the Cabinet Member for Finance to decide the outcome of the insurance tender process due to time restrictions.	Cabinet	23 Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Asbestos Surveying - Licensed and Unlicensed Removal 2017-2021 To consider the outcome of	Cabinet	23 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
the tender process					
Town and Parish Charter To undertake a four yearly review the Town and Parish Charter	Community Policy Development Group Cabinet	28 Nov 2017 4 Jan 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Air Quality To consider the formation of a new policy.	Community Policy Development Group Cabinet Council	28 Nov 2017 4 Jan 2018 21 Feb 2018	Simon Newcombe, Group Manager for Public Health and Regulatory Services Tel: 01884 234615	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Corporate Anti Social Behaviour Policy 4 yearly review	Community Policy Development Group Cabinet	28 Nov 2017 4 Jan 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Community Safety Partnership Plan 2 yearly review	Community Policy Development Group	28 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet for the Working Environment and Support Services	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
	Cabinet	4 Jan 2018		(Councillor Margaret Squires)	
Tax Base Calculation Report detailing the statutory calculations necessary to determine the Tax Base for the Council Tax	Cabinet Council	4 Jan 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Town Centre Masterplan following public consultation To consider that masterplan.	Cabinet	4 Jan 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Cleaning Contractors To approve the outcome of the procurement exercise.	Cabinet	4 Jan 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Vehicle Maintenance Contract	Environment Policy Development		Stuart Noyce, Group Manager for Street Scene and Open	Leader of the Council (Councillor Clive	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
To consider the maintenance contract.	Group Cabinet	9 Jan 2018 1 Feb 2018	Spaces	Eginton)	
Bereavement Services Fees and Charges A review of fees and charges	Environment Policy Development Group Cabinet	9 Jan 2018 1 Feb 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open
Mid Devon Destination Management Plan & Action Plan Report updating Members on the current impact tourism has on Mid Devon's local economy and how we can develop the sector over the next 5 years.	Economy Policy Development Group Cabinet	11 Jan 2018 1 Feb 2018	John Bodley-Scott, Economic Development Team Leader	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Amenity car parks A report presenting options for the use of Amenity Car Parks going forwards.	Economy Policy Development Group Cabinet	11 Jan 2018 1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Economic Strategy To consider a new policy.	Economy Policy Development Group Cabinet Council	 11 Jan 2018 1 Feb 2018 21 Feb 2018	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Tenancy Strategy To consider a report regarding the revised strategy.	Homes Policy Development Group Cabinet	 16 Jan 2018 1 Feb 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Tenancy Policy To consider a report regarding the revised Policy.	Homes Policy Development Group Cabinet	 16 Jan 2018 1 Feb 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Gas Safety Policy To consider a report regarding the revised Gas Safety Policy.	Homes Policy Development Group Cabinet	 16 Jan 2018 1 Feb 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
<p>Community Engagement Strategy 2016-17</p> <p>Report updating Members on progress made with the Community Engagement Action Plan (2015-16) and to review the strategy and focus for 2016-17.</p>	<p>Community Policy Development Group</p> <p>Cabinet</p>	<p>30 Jan 2018</p> <p>1 Feb 2018</p>	<p>Liz Reeves, Head of Customer Services Tel: 01884 234371</p>	<p>Cabinet Member for Community Well Being (Councillor Colin Slade)</p>	<p>Open</p>
<p>Wireless Broadband Update</p> <p>Page 47</p>	<p>Cabinet</p>	<p>1 Feb 2018</p>	<p>Adrian Welsh, Group Manager for Growth, Economy and Delivery</p>	<p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p>	<p>Open</p>
<p>Tiverton Town Centre Masterplan</p> <p>Report of the Head of Planning and Regeneration outlining the draft masterplan for consultation following deferral from the meeting on 11 May to allow for further consideration to take place.</p>	<p>Cabinet</p>	<p>1 Feb 2018</p>	<p>Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346</p>	<p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p>	<p>Open</p>

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Budget Report outlining options available in order for the Council to move towards a balanced budget for 2018/19	Cabinet Council	1 Feb 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Play Area Contractors To consider the outcome of the procurement exercise for the provision of play area contractors	Cabinet	1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Capital Programme Report seeking Council approval for the 2018/19 Capital Programme	Cabinet Council	1 Feb 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
National Non - Domestic Rates Report providing an update on the income generation and financial implications of the number of business rates properties in Mid Devon and requesting that the NNDR1	Cabinet	1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

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Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
be approved.					
Policy Framework Report outlining the Policy Framework for the year	Cabinet Council	1 Feb 2018 21 Feb 2018	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
Establishment Report outlining the overall structure of the Council	Cabinet Council	1 Feb 2018 21 Feb 2018	Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Review of Bereavement Services To receive a report regarding a review of Bereavement Services, to include National Assisted Burials	Environment Policy Development Group Cabinet	6 Mar 2018 10 May 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open
Gypsies and Travellers Policy	Community Policy Development		Simon Newcombe, Group Manager for Public Health and	Cabinet Member for Planning and Economic	Open

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Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
To receive a report regarding a policy for Gypsy and Travellers.	Group Cabinet Council	27 Mar 2018 5 Apr 2018 9 May 2018	Regulatory Services Tel: 01884 234615	Regeneration (Councillor Richard Chesterton)	
Revised Data Protection Policy To consider a revised policy	Cabinet	5 Apr 2018	Catherine Yandle, Group Manager for Performance, Governance and Data Security Tel: 01884 234975	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Revised Freedom of Information Policy To consider a revised policy	Cabinet	5 Apr 2018	Catherine Yandle, Group Manager for Performance, Governance and Data Security Tel: 01884 234975	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
ICT Strategy Report of the Head of Customer Services regarding a review of the ICT Strategy	Cabinet	Not before 1st Jun 2018	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open