

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **CABINET** held on 9 August 2018 at 2.15 pm

Present

Councillors C J Eginton (Leader)
C R Slade, Mrs M E Squires and
R L Stanley

Apologies

Councillor(s) R J Chesterton and P H D Hare-Scott

Also Present

Councillor(s) F J Rosamond

Also Present

Officer(s): Stephen Walford (Chief Executive), Andrew Pritchard (Director of Operations), Jill May (Director of Corporate Affairs and Business Transformation), Kathryn Tebbey (Group Manager for Legal Services and Monitoring Officer), Joanne Nacey (Group Manager for Finance), Tristan Peat (Forward Planning Team Leader), J P McLachlan (Principal Accountant) and Sally Gabriel (Member Services Manager)

46. **APOLOGIES (00-00-41)**

Apologies were received from Cllrs R J Chesterton and P H D Hare-Scott.

47. **PUBLIC QUESTION TIME (00-00-46)**

There were no members of the public present.

48. **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00-00-51)**

Members were reminded of the need to declare any interests when appropriate.

49. **MINUTES OF THE PREVIOUS MEETING (00-01-05)**

The minutes of previous meeting were approved as a correct record and signed by the Chairman.

Consideration was also given to the minutes of the Cabinet meeting held on 23 May 2018, following an issue raised at Full Council where Cllr Mrs N Woollatt felt that Minute 16 (page 10) the 5th bullet point was incorrect and should read "The details within the North West Cullompton Masterplan regarding the release of funding upon the sale of the land and prior to construction".

It was **AGREED** that the minutes of the meeting of 23 May 2018 be amended as above.

50. **REPAIRING FOOTPATHS AND ROADS POLICY (00-02-55)**

Arising from a report of the Director of Operations, the Environment Policy Development Group had recommended that the revised Repairing Footpaths and Roads Policy as outlined in the report be approved and that the number of inspections be added to the Performance and Risk Report.

The Cabinet Member for Housing outlined the contents of the report stating that the Council had previously operated a Highway Agency function on behalf of Devon County Council for the urban roads within Tiverton and Crediton. The Agency function obligated the Council to apply Devon County Council standards and policy to those roads. On the cessation of the Agency the application of those standards and policy continued. The report sought to endorse the principle and approve the continuing inspection and maintenance of the Council's similar assets on the basis of the Devon County Council Highway Safety Inspection Manual. The report highlighted the safety inspection regime and the investigatory criteria.

RESOLVED that the recommendation of the Policy Development Group be approved.

(Proposed by Cllr R L Stanley and seconded by Cllr Mrs M E Squires)

Note: *Report previously circulated, copy attached to minutes.

51. **SINGLE EQUALITIES POLICY AND EQUALITY OBJECTIVE (00-06-42)**

Arising from a report of the Group Manager for Performance, Governance and Data Security, the Community Well-Being Policy Development Group had recommended that the Single Equality Scheme and Equality Objective be approved subject to the amendment to Appendix B to remove the extra line.

The Cabinet Member for Community Well-Being outlined the contents of the report stating that the Council had statutory duties under the Equality Act with the Equality Objective being reflected in the Corporate Plan. He highlighted the Local Government Association document at Appendix 1 which provided a summary of the latest available information on the demographic and social economic make up in Mid Devon, which he felt would be of interest to all Members of the authority and it was agreed that this information be made available via the Weekly Information Sheet.

Consideration was given to population figures and general items of interest within Appendix 1.

RESOLVED that the recommendation of the Policy Development Group be approved.

(Proposed by Cllr C R Slade and seconded by Cllr R L Stanley)

Note: *Report previously circulated, copy attached to minutes.

52. CUSTOM AND SELF BUILD |(00-11-55)

The Cabinet had before it a report of the Head of Planning, Economy and Regeneration requesting approval of the use of consultancy support to help the Council move the agenda forward for Custom and Self Build homes in Mid Devon.

The Forward Planning Team Leader outlined the contents of the report stating that it was recognised that housing was becoming increasingly unaffordable and that there was a need to supply new homes and to meet local housing needs which included the provision of homes of the right type, tenure and built in the right places where people wanted to live. He outlined the definition of self-build and custom housebuilding as outlined in the Housing and Planning Act of 2016 and Policy S3 of the emerging Local Plan Review.

He reported that there was also a legal obligation for the Council to keep a register of individuals who were seeking to acquire serviced plots of land in the district. The proposed self-build officer would share knowledge and experience with planning officers and help those officers to engage and negotiate with applicants. The Task Force would provide technical guidance which would lead to the formation of a Supplementary Planning Document and also provide advice regarding how the scheme worked, possible funding opportunities and design codes. The annual membership of the National Custom and Self Build Association would bring advantages to the Council.

He added that an equalities impact assessment had been carried out. The outcome was that the recommendations within the report were considered to have a positive impact upon equalities through advancing the provision of self and custom built housing, thereby widening the supply of new homes, particularly allowing greater opportunities for choice and greater affordability.

Consideration was given to:

- Whether there was an interest for the self-build initiative in Mid Devon
- Whether the requirements for plots to be made available for self-build properties would have effect on the number of affordable houses proposed within large developments
- The possibility of further information being made available to Members
- The finding of the equalities impact assessment.

RESOLVED that:

- a) The appointment of the Right To Build Task Force to provide consultancy support to the Council, including the secondment of a Self-Build Officer from Teignbridge District Council on a short term basis be approved,
- b) Annual membership of the National Custom and Self Build Association be progressed.

(Proposed by the Chairman)

Note: *Report previously circulated, copy attached to minutes.

53. FINANCIAL MONITORING (00-23-59)

The Cabinet had before it and **NOTED** a * report of the Deputy Chief Executive (151) presenting financial monitoring information for the income and expenditure for the 2018/19 financial year.

The Group Manager for Finance outlined the contents of the report stating that this was only Quarter 1 and therefore very early in the financial year. She explained the tables within the report showing the opening, forecasted and the final predicted position at year end. She highlighted the forecasted deficit for the General Fund at £11k and the significant variances to date. She informed the meeting that due to formatting issues some of the figures had not aligned properly and provided an updated table:

	£k
Legal - agency staff	18
Car parks – reduction in income/offset by 24 hrs opening (Premier Inn)	28
Trade Waste – additional income	(10)
Waste – lower return on recycling materials	15
Leisure – Business Rates Saving – Exe Valley	(14)
Leisure – Staffing underspend and additional income	(27)
IT - GDPR compliance and extended lease fees	31
Business Rates Retention – updated forecast offset by transfer to EMR (£806k - £758k)	(48)

Consideration was given to the position of the Housing Revenue Account and the ongoing discussions taking place with regard to the Capital Programme.

Note: *Report previously circulated, copy attached to minutes.

54. PERFORMANCE AND RISK (00-29-14)

The Cabinet had before it and **NOTED** a report * of the Director of Corporate Affairs and Business Transformation providing Members with an update on the performance against the Corporate Plan and local service targets.

She outlined the contents of the report highlighting the individual portfolios and informed the meeting that all the performance indicators for the waste service were above target at the present time and that from May 2018 all residual waste accepted at the Waste Transfer Station was now being transported to the Exeter Energy from Waste plant. She highlighted the good work taking place within the Homes and Economy Portfolios. With regard to the corporate thread, she referred to the Sickness Absence Action Plan which was being progressed.

Note: *Report previously circulated, copy attached to minutes.

55. **NOTIFICATION OF KEY DECISIONS (00-33-09)**

The Cabinet had before it, and **NOTED**, its rolling plan* for August 2018 containing future key decisions.

Note: *Plan previously circulated, copy attached to minutes.

(The meeting ended at 2.50 pm)

CHAIRMAN