

Community Policy Development Group						
Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Air Quality Action Plan	Director of Operations	Nov-17	Community PDG	Nov-21	Cabinet	4 yearly
Community Engagement <u>Strategy</u> (including Action Plan)	Director of Corporate Affairs & Business Transformation	Nov-18	Community PDG	Nov-20	Cabinet	2 yearly
Community Safety Partnership Plan	Director of Operations	Nov-18	Community PDG	Nov-20	Council	2 yearly
Corporate Anti Social Behaviour Policy	Director of Operations	Jan-18	Community PDG	Jan-21	Cabinet	3 yearly
Corporate Health & Safety Policy	Director of Corporate Affairs and Business Transformation	Mar-18	Community PDG	Mar-19	Cabinet	Annually
Customer Care Policy	Director of Corporate Affairs & Business Transformation	Sep-18	Community PDG	Oct-21	Cabinet	3 yearly
Grant payments to external organisations (the strategic grants review process)	Group Manager for Growth, Economy & Delivery	Oct-16	Community PDG	Mar-20	Cabinet	4 yearly
Public Health Enforcement Policy	Director of Operations	Aug-16	Community PDG	Jan-19	Cabinet	2 yearly
Regulation of Investigatory Powers	Director of Corporate Affairs and Business Transformation	Mar-18	Community PDG	Mar-19	Cabinet	Annually
Safeguarding Children & Adults at Risk Policy and Procedures	Director of Corporate Affairs and Business Transformation	Aug-17	Community PDG	Jun-20	Cabinet	3 yearly
Single Equalities Policy and Equality Objective	Director of Corporate Affairs and Business Transformation	Jul-18	Community PDG	Jul-19	Cabinet	Annually
Town and Parish Charter	Director of Corporate Affairs and Business Transformation	Jan-18	Community PDG	Jan-21	Cabinet	3 yearly

Environment Policy Development Group						
Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Bereavement Services Fees and Charges	Deputy Chief Executive (S151)	May-18	Environment PDG	Mar-19	Cabinet	Annually
Climate Strategy and Action Plan	Director of Operations	Mar-16	Environment PDG	Mar-20	Cabinet	4 yearly
Contaminated Land Cost Recovery Policy	Director of Operations	Mar-15	Environment PDG	Mar-20	Cabinet	5 yearly
High Hedges Policy	Director of Operations	Aug-16	Environment PDG	Aug-23	Cabinet	7 yearly
Litter and Dog Bin Policy	Director of Operations	Jun-17	Enviornment PDG	Mar-20	Cabinet	3 yearly
National Assistance Burial Procedure	Deputy Chief Executive (S151)	Jun-16	Environment PDG	Jun-19	Cabinet	3 yearly
Open Space and Play Area Strategy (2013 - 2033)	Director of Operations	Jan-15	Environment PDG	Jan-33	Cabinet	18 yearly
Parks and Open Spaces 10 Year Management Plan and Design Principles	Director of Operations	Nov-17	Environemnt PDG	Nov-27	Cabinet	10 yearly
Play Area Safety Inspection Policy	Deputy Chief Executive (S151)	Mar-16	Environment PDG	Mar-19	Cabinet	3 yearly
Street Scene Enforcement Policy	Director of Operations	Mar-17	Environment PDG	Mar-20	COUNCIL	3 yearly
Tree Policy	Deputy Chief Executive (S151)	Apr-17	Environment PDG	May-21	Cabinet	5 yearly

Economy - Policy Development Group						
Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Destination Management Plan for Mid Devon	Chief Executive and Director of Growth	Mar-18	Economy PDG	Mar-23	Economy PDG - Cabinet	Every 5 years
Economic Strategy	Chief Executive and Director of Growth	Work in progress - expected completion - end of 2018				
Joint Exeter and the Heart of Devon (EHOD) Economic Development Strategy (review progress against action plan only, Strategy to be reviewed by the Cabinet)	Chief Executive and Director of Growth	Mar-18	Economy PDG	Mar-19	Economy PDG - Cabinet	Annually
Market Environmental Strategy 2017-2022	Chief Executive and Director of Growth	Feb-18	Economy PDG	Feb-22	Economy PDG - Cabinet	Every 5 years
Market Schedule of Tolls	Chief Executive and Director of Growth	Mar-18	Economy PDG	Mar-19	Economy PDG - Cabinet	Annually
Strategy for Tiverton 2017/27	Chief Executive and Director of Growth	Feb-17	Economy PDG	Feb-27	Economy PDG - Cabinet	Every 10 years

Homes Policy Development Group

Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Aids and Adaptations Policy	Director of Operations	Sep-16	Homes PDG	Sep-20	Cabinet	4 yearly
Allocations Policy and Procedures	Director of Operations	March 2016	Homes PDG	Mar-19	Cabinet	3 yearly
Asbestos Policy, Corporate	Director of Operations	Oct-15	Homes PDG	Jan-19	Cabinet	3 yearly
ASB Policy and Procedures	Director of Operations	Jul-15	Homes PDG	Mar-19	Cabinet	3 yearly
Car Parking Management Policy (housing amenity, residential and permit holder car parks).	Director of Operations	Jan-16	Homes PDG	Jan-20	Cabinet	4 yearly
Community Housing Fund Grant Policy	Director of Operations	May-18	Homes PDG	May-22	Cabinet	4 yearly
Compensation Policy	Director of Operations	Sep-17	Homes PDG	Sep-19	Cabinet	2 yearly
Decant Policy	Director of Operations	Jan-17	Homes PDG	Jan-21	Cabinet	4 yearly
Domestic Abuse Policy	Director of Operations	Jul-15	Homes PDG	Jun-19	Cabinet	4 yearly
Fire Risk in Communal Areas Policy	Director of Operations	Jul-17	Homes PDG	Jul-21	Cabinet	4 yearly
Garage Management Policy	Director of Operations	Jan-16	Homes PDG	Jan-20	Cabinet	4 yearly
Gas Safety Policy	Director of Operations	Sep-18	Homes PDG	Sep-22	Cabinet	4 yearly
Harrassment Policy	Director of Operations	Jul-15	Homes PDG	Jun-19	Cabinet	4 yearly
Hoarding Policy	Director of Operations	Jul-15	Homes PDG	Jun-19	Cabinet	4 yearly
Homelessness Strategy	Director of Operations	Mar-14	Homes PDG	Mar-19	Cabinet	5 yearly
Housing Assistance Policy, Devon wide (previously known as the Private Sector Renewal Policy)	Director of Operations	Jan-18	Homes PDG	Jan-19	Cabinet	Annually
Housing Enabling - SPD (S106 - Housing Need Allocation - Exception Sites)	Director of Operations	May-17	Homes PDG	May-20	Cabinet	3 yearly
Housing Revenue Account Asset Management Strategy	Director of Operations	May-14	Homes PDG	May-19	Cabinet	5 Yearly
Housing Strategy	Director of Operations	Jan-16	Homes PDG	Jan-21	Cabinet	5 yearly
Improvements to Council Property Policy	Director of Operations	Dec-15	Homes PDG	Dec-19	Cabinet	4 yearly
Income Management Policy	Director of Operations	Aug-15	Homes PDG	Aug-19	Cabinet	4 yearly
Introductory Tenancies Policy	Director of Operations	Sep-16	Homes PDG	Sep-20	Cabinet	4 yearly
Leasehold Management policy	Director of Operations	Dec-15	Homes PDG	Dec-19	Cabinet	4 yearly
Neighbourhood Management Policy	Director of Operations	Sep-18	Homes PDG	Sep-22	Cabinet	4 yearly
Pets and Animals policy	Director of Operations	Jul-15	Homes PDG	Jun-19	Cabinet	4 yearly
Recharge Policy	Director of Operations	Sep-18	Homes PDG	Sep-22	Cabinet	4 yearly
Service Standards Review	Director of Operations	Sep-16	Homes PDG	Sep-20	Cabinet	4 yearly
Severe Weather Emergency Protocol and Extended Winter Provision Protocol	Director of Operations	Jan-18	Homes PDG	Sep-20	Cabinet	2 yearly
Supply and Demand Policy	Director of Operations	Dec-15	Homes PDG	Dec-18	Cabinet	3 yearly
Telecare Policy	Director of Operations	Mar-17	Homes PDG	Mar-21	Cabinet	4 yearly
Tenancy Policy	Director of Operations	Aug-15	Homes PDG	Aug-19	Cabinet	4 yearly
Tenancy Changes Policy (formerly known as the 'Succession and Assignment Policy')	Director of Operations	Jun-16	Homes PDG	May-20	Cabinet	4 yearly
Tenancy Agreement	Director of Operations	Jul-16	Homes PDG	Jul-21	Cabinet	5 yearly

Tenancy Inspection Policy	Director of Operations	Jul-16	Homes PDG	Jul-20	Cabinet	4 yearly
Tenant Involvement Policy	Director of Operations	May-18	Homes PDG	May-22	Cabinet	4 yearly
Tenant Involvement Strategy	Director of Operations	May-18	Homes PDG	May-22	Cabinet	4 yearly
Tenancy Strategy (Formerly known as the Strategic Tenancy Policy) - <i>Awaiting Government Regulations on Tenancy Policies</i>	Director of Operations	Nov-12	Homes PDG	Mar-19	Cabinet	4 yearly
Void Management Policy	Director of Operations	Jul-16	Homes PDG	Jan-19	Cabinet	2 yearly
Vulnerability Policy	Director of Operations	Mar-17	Homes PDG	Mar-21	Cabinet	4 yearly

Licensing Committee						
Policy	Responsible Officer	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Hackney Carriage and Private Hire Policy and Conditions	Director of Operations	Nov-18	Regulatory Committee	Nov-21	Regulatory Committee	3 Yearly
Licensing Policy	Director of Operations	Nov-18	Licensing Committee	Oct-23	Council	5 yearly
Statement of Principles for Gambling Act 2005	Director of Operations	Oct-18	Licensing Committee	Oct-21	Council	3 Yearly

Audit Committee						
Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Annual Governance Statement and Governance Framework	Director of Corporate Affairs and Business Transformation	Jul-18	Audit Committee	Jul-19	Audit Committee	Annually
Anti-fraud and Corruption and Anti-Money Laundering Policies	Director of Corporate Affairs and Business Transformation	Nov-18	Audit Committee	Dec-22	Audit Committee	4 yearly
Debt Collection Policy	Deputy Chief Executive (S151)	Mar-18	Audit Committee	Mar-21	Cabinet	3 yearly
Data Quality Policy	Director of Corporate Affairs and Business Transformation	Nov-18	Audit Committee	Dec-22	Audit Committee	4 yearly
Financial and Contract Procedure Rules	Deputy Chief Executive (S151)	Oct-16	Audit Committee	Sep-19	Audit Committee - Full Council	3 yearly
Four year Strategic Audit Plan and Work Programme	Director of Corporate Affairs and Business Transformation	Mar-18	Audit Committee	Mar-19	Audit Committee	Annually
Internal Audit Charter	Director of Corporate Affairs and Business Transformation	Jan-18	Audit Committee	Jan-21	Audit Committee	3 yearly
Internal Audit Strategy	Director of Corporate Affairs and Business Transformation	Jan-18	Audit Committee	Jan-21	Audit Committee	When legislation changes
Risk and Opportunity Management Strategy	Director of Corporate Affairs and Business Transformation	Mar-18	Audit Committee	Mar-19	Audit Committee	Annually
Whistleblowing Policy	Director of Corporate Affairs and Business Transformation	Mar-17	Audit Committee	Mar-21	Audit Committee	4 yearly

Cabinet

Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed
Statement of Community Involvement	Head of Planning, Economy and Regeneration	Aug-12	PPAG	Feb-19	Cabinet - Council	5+ years
Area of Special Control for advertisements	Head of Planning, Economy and Regeneration	Dec-11	PPAG	Mar-19	Cabinet - Council	5 years
Asset Management and Capital Strategy Plan 2016-2020	Deputy Chief Executive (S151)	Jul-16	Cabinet	Jul-20	Cabinet	4 years
Capital Strategy & Asset Management Plan 2016 - 2020	Deputy Chief Executive (S151)	Jul-16	Cabinet	Jul-20	Cabinet	4 yearly
Channel Access Strategy 2014-2017	Director of Corporate Affairs and Business Transformation	Sep-18	Cabinet	Oct-21	Cabinet	3 years
Community Infrastructure Levy	Head of Planning, Economy and Regeneration	Dec-16	PPAG	As and when required as part of the Local Plan	Cabinet - Council	As and when required as part of the Local Plan
Complaints and Feedback policy	Director of Corporate Affairs and Business Transformation	Oct-18	Cabinet	Sep-21	Cabinet	3 years
Corporate Debt Recovery Policy	Deputy Chief Executive (S151)	Feb-18	Audit Committee - Cabinet	Feb-21	Cabinet	3 years
Corporate Plan (2016 - 2020)	Director of Corporate Affairs and Business Transformation	Mar-16	Cabinet	Mar-20	Cabinet - Council	4 yearly
Council Tax Reduction Scheme	Deputy Chief Executive (S151)	Dec-16	Cabinet	Dec-19	Council	When required
Data Protection Policy	Director of Corporate Affairs and Business Transformation	Jun-18	Cabinet	Jun-19	Cabinet	Annually for the first year (2019) and then 3 yearly after that.
Discretionary Rate Relief Scheme	Deputy Chief Executive (S151)	Sep-17	Cabinet	Feb-19 as part of the NNDR	Cabinet	Annually
Email Policy	Director of Corporate Affairs and Business Transformation	Dec-15	Cabinet Member for the Working Environment and Head of ICT	Mar-19	Cabinet Member for the Working Environment	3 Yearly
The Establishment	Director of Corporate Affairs and Business Transformation	Feb-18	Cabinet	Feb-19	Cabinet	Annually

Freedom of Information Policy	Director of Corporate Affairs and Business Transformation	Jul-18	Cabinet or Cabinet Member	Jul-19	Cabinet	Annually for the first year (2019) and then 3 yearly after that.
ICT Strategy	Director of Corporate Affairs and Business Transformation	Oct-11	Cabinet	Feb-19	Cabinet	5 yearly
Internet Policy	Director of Corporate Affairs and Business Transformation	Dec-15	Cabinet Member for the Working Environment and Head of ICT	Dec-18	Cabinet Member for the Working Environment	3 Yearly
Joint Exeter and Heart of Devon (EHOD) Economic Development Strategy	Chief Executive and Director of Growth	Jan-17	Cabinet	Jan-20	Cabinet	3 Yearly
Leisure Pricing Policy	Director of Operations and Director of Finance, Assets and Resources	Feb-18	Individual Decision by the Cabinet Member for Community Well Being	Feb-19	Cabinet	Annually
Local Development Scheme	Head of Planning, Economy and Regeneration	May-18	PPAG	As and when required as part of the Local Plan or GESP	Cabinet	As and when required as part of the Local Plan or GESP
Local Enforcement Plan (replaces Development Control Enforcement Policy)	Head of Planning, Economy and Regeneration	Jan-18	PPAG	Jan-21	Cabinet - Council	3 yearly
Media and Social Media Policy	Director of Corporate Affairs and Business Transformation	Jun-15	Cabinet	May-19	Cabinet	4 yearly
Medium Term Financial Strategy	Deputy Chief Executive (S151)	Oct-18	Cabinet	Oct-19	Cabinet	Annually
Pay Policy	Director of Corporate Affairs and Business Transformation	Mar-18	Cabinet	Mar-19	Cabinet - Council	Annually
Records Management Policy	Director of Corporate Affairs and Business Transformation	Jun-18	Cabinet	Jun-22	Cabinet	4 yearly
Treasury Management Strategy and Annual Investment Strategy	Deputy Chief Executive (S151)	Mar-18	Cabinet	Mar-19	Cabinet	Annually
Information Security and Information Security Incident Policies	Director of Corporate Affairs and Business Transformation	Oct-18	Cabinet	Oct-21	Cabinet	3 yearly