

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	Notes
Air Quality Action Plan	Corporate Manager for Public Health, Regulation and Housing	Nov-17	Community PDG	Nov-21	Cabinet	4 yearly	
CCTV Policy	Corporate Manager for Property, Leisure and Climate Change	Jan-21	Community PDG	Jan-24	Cabinet	3 yearly	
Community Engagement <u>Strategy</u> (including Action Plan)	Director of Business Improvements and Operations	Nov-18	Community PDG	Nov-20	Cabinet	2 yearly	Working Group to be set up and coming back to CPDG in Jan 21
Corporate Anti Social Behaviour Policy	Corporate Manager for Public Health, Regulation and Housing	Jan-18	Community PDG	Jan-21	Cabinet	3 yearly	
Corporate Health & Safety Policy	Director of Business Improvements and Operations	Jan-21	Community PDG	Jan-24	Cabinet	3 Yearly	
Customer Care Policy	Director of Business Improvements and Operations	Sep-18	Community PDG	Oct-21	Cabinet	3 yearly	
Grant payments to external organisations (the strategic grants review process)	Strategic Manager for Growth, Economy and Delivery	Oct-16	Community PDG	Feb-21	Cabinet	4 yearly	
Enforcement Policy	Director of Business Improvements and Operations	Oct-20	Community PDG	Oct-21	Cabinet	Annually	Joint PDG Community/Environment & Homes
Safeguarding Children & Adults at Risk Policy and Procedures	Director of Business Improvements and Operations	Feb-19	Community PDG	Feb-22	Cabinet	3 yearly	
Single Equalities Policy and Equality Objective	Director of Business Improvements and Operations	Jan-21	Community PDG	Jan-22	Cabinet	Annually	
Town and Parish Charter	Director of Business Improvements and Operations	Jan-18	Community PDG	Jan-21	Cabinet	3 yearly	Going in March 2021
Unauthorised Encampment Policy	Deputy Chief Executive (S151)	Feb-19	Community PDG	Feb-22	Cabinet	3 yearly	
Contaminated Land Cost Recovery Policy	Group Manager for Public Health and Regulatory Services	Sep-20	Community PDG	Sep-25	Cabinet	5 yearly	
The Council Tax Reduction Scheme & Exceptional Hardship Policy	Corporate Manager for Revenues, Benefits and Recovery	Dec-19	Community PDG	Jan-22	Cabinet	When required	Consultation to be completed in 2021 & Policies reviewed due to PDG Jan 22

Regulation of Investigatory Powers	Head of Legal (Monitoring officer)	Aug-19	Community PDG	Apr-21	Cabinet	Now Annually	The Commissioner how suggests an annual review
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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	Jan-21	Cabinet	Annually
Climate Strategy and Action Plan	Corporate Manager for Corporate Property, Leisure and Climate Change	Oct-20	Environment PDG	Oct-24	Cabinet	4 yearly
High Hedges Policy	Operations Manager for Street Scene	Aug-16	Environment PDG	Aug-23	Cabinet	7 yearly
National Assistance Burial Procedure	Deputy Chief Executive (S151)	Jun-19	Environment PDG	Jun-24	Cabinet	5 yearly
Open Space and Play Area Strategy (2013 - 2033)	Group Manager for Street Scene and Open Spaces	Jan-15	Environment PDG	Jan-33	Cabinet	18 yearly
Parks and Open Spaces 10 Year Management Plan and Design Principles	Operations Manager for Street Scene	Nov-17	Environment PDG	Nov-27	Cabinet	10 yearly
Play Area Safety Inspection Policy	Deputy Chief Executive (S151)	Aug-19	Environment PDG	Aug-22	Cabinet	3 yearly
Environment Educational Enforcement Policy	Group Manager for Public Health and Regulatory Services	Mar-20	Environment PDG	Mar-23	Cabinet	3 yearly
Tree Policy	Deputy Chief Executive (S151)	May-16	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 2019-2024 (formerly known as the Mid Devon Economic Development Strategy 2012 - 2015)	Chief Executive and Director of Growth	Feb-19	Economy PDG	Jan-24	Economy PDG - Cabinet	5 yearly
Joint Exeter and the Heart of Devon (EHOD) Economic Development Strategy (review progress against action plan only)	Chief Executive and Director of Growth	Mar-18	Economy PDG	Mar-21	Economy PDG - Cabinet	when required
Market Environmental Strategy 2017-2022	Chief Executive and Director of Growth	Feb-18	Economy PDG	Feb-22	Economy PDG - Cabinet	Every 5 years
Shopfront Enhancement Schemes (£15k non-key)	Chief Executive and Director of Growth	Jan-19	Economy PDG	Jan-22	Economy PDG - Cabinet	3 yearly
Strategy for Tiverton 2017/27	Chief Executive and Director of Growth	Feb-17	Economy PDG	Feb-27	Economy PDG - Cabinet	Every 10 years
Joint Exeter and Heart of Devon (EHOD) Economic Development Strategy	Chief Executive and Director of Growth	Jan-17	Cabinet	Mar-21	Cabinet	3 Yearly

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	Important notes regarding the new housing policy structure
Aids and Adaptations Policy	Director of Business Improvements and Operations	Sep-16	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Homes Standard Policy' due to come to the Homes PDG in 2022/2023
Allocations Policy and Procedures	Director of Business Improvements and Operations	March 2016	Homes PDG	See note	Cabinet	3 yearly	Will be subsumed into the overarching Corporate Housing Strategy 2021-2025 (currently in development)
ASB Policy and Procedures	Director of Business Improvements and Operations	Jul-15	Homes PDG	See note	Cabinet	3 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Car Parking Management Policy (housing amenity, residential and permit holder car parks).	Director of Business Improvements and Operations	Jan-16	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Community Housing Fund Grant Policy	Director of Business Improvements and Operations	May-18	Homes PDG	May-22	Cabinet	4 yearly	Dealt with by the Forward Planning Team.
Compensation Policy	Director of Business Improvements and Operations	Jan-20	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Homes Standard Policy' due to come to the Homes PDG in 2022/2023.
Decant Policy	Director of Business Improvements and Operations	Jan-17	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Domestic Abuse Policy	Director of Business Improvements and Operations	Jul-15	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Fire Risk in Communal Areas Policy	Director of Business Improvements and Operations	Jul-17	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Homes Standard Policy' due to come to the Homes PDG in 2022/2023
Garage Management Policy	Director of Business Improvements and Operations	Jan-16	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Gas Safety Policy	Director of Business Improvements and Operations	Sep-18	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Homes Standard Policy' due to come to the Homes PDG in 2022/2023
Harrasment Policy	Director of Business Improvements and Operations	Oct-19	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Hoarding Policy	Director of Business Improvements and Operations	Oct-19	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Homelessness Strategy	Director of Business Improvements and Operations	Dec-19	Homes PDG	See note	Cabinet	5 yearly	Will be subsumed into the overarching Corporate Housing Strategy 2021-2025 (currently in development)
Housing Assistance Policy, Devon wide (previously known as the Private Sector Renewal Policy)	Director of Business Improvements and Operations	Mar-19	Homes PDG	Mar-22	Cabinet	3 yearly	Now dealt with via delegated authority (needs a review in 2022). Awaiting confirmation from SN as at Dec 2020.
Housing Enabling - SPD (S106 - Houisng Need Allocation - Exception Sites)	Director of Business Improvements and Operations	May-17	Homes PDG	See note	Cabinet	3 yearly	Due to come to the Homes PDG in either late 2021 or early 2022. Dealt with by the Forward Planning Team
Housing Revenue Account Asset Management Strategy	Director of Business Improvements and Operations	May-14	Homes PDG	See note	Cabinet	5 Yearly	Will be subsumed into the overarching Corporate Housing Strategy 2021-2025 (currently in development)
Housing Strategy	Director of Business Improvements and Operations	Jan-16	Homes PDG	See note	Cabinet	5 yearly	Will be subsumed into the overarching Corporate Housing Strategy 2021-2025 (currently in development)

Improvements to Council Property Policy	Director of Business Improvements and Operations	Jan-20	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Homes Standard Policy' due to come to the Homes PDG in 2022/2023
Income Management Policy	Director of Business Improvements and Operations	Jan-20	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Rent Standard policy' due to come to the Homes PDG in 2023/2024.
Introductory Tenancies Policy	Director of Business Improvements and Operations	Sep-16	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Leasehold Management policy	Director of Business Improvements and Operations	Dec-15	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Neighbourhood Management Policy	Director of Business Improvements and Operations	Sep-18	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Pets and Animals policy	Director of Business Improvements and Operations	Oct-19	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Private Sector Fees & Charges	Director of Business Improvements and Operations	Mar-19	Homes PDG	Mar-20	Cabinet	Annually	Now dealt with via delegated authority (needs a review in 2022). Awaiting confirmation from SN as at Dec 2020.
Recharge Policy	Director of Business Improvements and Operations	Sep-18	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Rent Standard policy' due to come to the Homes PDG in 2023/2024.
Service Standards Review	Director of Business Improvements and Operations	Sep-16	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenant Involvement and Empowerment Standard policy' due to come to the Homes PDG in June 2021.
Severe Weather Emergency Protocol and Extended Winter Provision Protocol	Director of Business Improvements and Operations	Jan-18	Homes PDG	See note	Cabinet	2 yearly	Will be subsumed into the overarching Corporate Housing Strategy 2021-2025 (currently in development).
Supply and Demand Policy	Director of Business Improvements and Operations	Jan-19	Homes PDG	See note	Cabinet	3 yearly	Will be subsumed into the overarching Corporate Housing Strategy 2021-2025 (currently in development).
Telecare Policy	Director of Business Improvements and Operations	Mar-17	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Tenancy Policy	Director of Business Improvements and Operations	Aug-15	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Tenancy Changes Policy (formerly known as the 'Succession and Assignment Policy')	Director of Business Improvements and Operations	Jun-16	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Tenancy Agreement	Director of Business Improvements and Operations	Jul-16	Homes PDG	See note	Cabinet	5 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.
Tenancy Inspection Policy	Director of Business Improvements and Operations	Jul-16	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Neighbourhood and Community Standard Policy' due to come to the Homes PDG late 2021/2022.
Tenant Involvement Policy	Director of Business Improvements and Operations	May-18	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenant Involvement and Empowerment Standard policy' due to come to the Homes PDG in June 2021.
Tenant Involvement Strategy	Director of Business Improvements and Operations	May-18	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenant Involvement and Empowerment Standard policy' due to come to the Homes PDG in June 2021.
Tenancy Strategy & Policy review (Formerly known as the Strategic Tenancy Policy) - Awaiting Government Regulations on Tenancy Policies	Director of Business Improvements and Operations	Nov-12	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.

Void Management Policy	Director of Business Improvements and Operations	Jan-19	Homes PDG	See note	Cabinet	10 yearly	Will be subsumed into 'The Homes Standard Policy' due to come to the Homes PDG in 2022/2023
Vulnerability Policy	Director of Business Improvements and Operations	Mar-17	Homes PDG	See note	Cabinet	4 yearly	Will be subsumed into 'The Tenancy Standard Policy' which is due to come to the Homes PDG in 2022/2023.

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	Corporate Manager for Public Health , Regulation and Housing	Nov-18	Regulatory Committee	Nov-21	Regulatory Committee	3 Yearly
Licensing Policy	Corporate Manager for Public Health , Regulation and Housing	Nov-18	Licensing Committee	Oct-23	Council	5 yearly
Statement of Principles for Gambling Act 2005	Corporate Manager for Public Health , Regulation and Housing	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 Business Improvements and Operations	Aug-20	Audit Committee	Aug-21	Audit Committee	Annually
Anti-fraud and Corruption and Anti-Money Laundering Policies	Director of Business Improvements and Operations	Nov-18	Audit Committee	Jan-21	Audit Committee	2 yearly
Corporate Recovery Policy	Deputy Chief Executive (S151)	Mar-18	Audit Committee	Mar-21	Cabinet	3 yearly
Data Quality Policy	Director of Business Improvements and Operations	Nov-18	Audit Committee	Dec-22	Audit Committee	4 yearly
Financial and Contract Procedure Rules	Deputy Chief Executive (S151)	Jan-19	Audit Committee	Jan-22	Audit Committee - Full Council	3 yearly
Four year Strategic Audit Plan and Work Programme	DAP	Jun-20	Audit Committee	Mar-21	Audit Committee	Annually
Internal Audit Charter and Strategy	DAP	Jun-20	Audit Committee	Mar-21	Audit Committee	Annually
Risk and Opportunity Management Strategy	Director of Business Improvements and Operations	Jun-20	Audit Committee	Mar-21	Audit Committee	Annually
Whistleblowing Policy	Director of Business Improvements and Operations	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	Detailed notes
Statement of Community Involvement	Head of Planning, Economy and Regeneration	Aug-20	PPAG	Aug-21	Cabinet - Council	As and when required	
Area of Special Control for advertisements	Head of Planning, Economy and Regeneration	Dec-11	PPAG	Linked to the Local Plan	Cabinet - Council	When required	
Asset Management and Capital Strategy Plan 2016-2020	Deputy Chief Executive (S151)	Jul-16	Cabinet	Mar-21	Cabinet	4 years	
Channel Access Strategy 2014-2017	Director of Business Improvement and Operations	Sep-18	Cabinet	Oct-21	Cabinet	3 years	
Community Infrastructure Levy	Head of Planning, Economy and Regeneration	Jan-21	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 Business Improvement and Operations	Oct-18	Cabinet	Sep-21	Cabinet	3 years	
Corporate Asbestos Policy	Deputy Chief Executive (S151)	Feb-20	Cabinet	Feb-23	Cabinet	3 years	
Corporate Debt Recovery Policy	Deputy Chief Executive (S151)	Feb-18	Audit Committee - Cabinet	Feb-21	Cabinet	3 years	
Corporate Plan (2020-2024)	Director of Business Improvement and Operations	Feb-20	Cabinet	Feb-24	Council	4 yearly	
Council Tax Reduction Scheme	Deputy Chief Executive (S151)	Dec-16	Cabinet	Feb-20	Cabinet	When required	This includes the Exceptional Hardship Policy . It also includes the MDDC Fraud penalty Policy (as per JC Apr 16)
Data Protection Policy	Director of Business Improvement and Operations	Jun-19	Cabinet	Jun-22	Cabinet	3 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	Detailed notes
Discretionary Rate Relief Scheme	Deputy Chief Executive (S151)	Feb-19	Cabinet	Feb-22	Cabinet	Annually	The changes that have come in are mandatory – PM/Chancellor to advise anymore and then request s151, portfolio holder sign off
Email Policy	Director of Business Improvements and Operations	Jan-21	Cabinet Member for Community-Well-Being	Jan-23	Cabinet Member for Community Well-Being	2 Yearly	
The Establishment	Director of Business Improvements and Operations	Feb-20	Cabinet	Feb-21	Cabinet	Annually	Now includes details of the Workforce Plan and the HR Strategy
Freedom of Information Policy	Director of Business Improvements and Operations	Jun-19	Cabinet or Cabinet Member	Jun-22	Cabinet	3 yearly	
ICT Strategy	Director of Business Improvements and Operations	Feb-19	Cabinet	Feb-24	Cabinet	5 yearly	
Internet Policy	Director of Business Improvements and Operations	Jan-21	Cabinet Member for the Working Environment and Head of ICT	Jan-24	Cabinet Member for Community Well-Being	5 Yearly	
Leisure Pricing Policy	Deputy Chief Executive (S151)	Dec-19	Individual Decision by the Cabinet Member for Community Well Being	Dec-20	Cabinet	Annually	Delayed
Local Development Scheme	Head of Planning, Economy and Regeneration	May-18	PPAG	As and when required as part of the Local Plan	Cabinet	As and when required as part of the Local Plan	
Local Enforcement Plan (replaces Development Control Enforcement Policy)	Head of Planning, Economy and Regeneration	Jan-18	PPAG	Jan-21	Cabinet - Council	3 yearly	
Local Plan	Head of Planning, Economy and Regeneration	Jul-20	Cabinet	Jul-25	Cabinet - Council	5 Yearly	
Medium Term Financial Strategy	Deputy Chief Executive (S151)	Dec-20	Cabinet	Dec-21	Cabinet	Annually	

Cabinet

Policy	Head of Service	Last Approved	Group/Committee to review/develop	Expected date for next approval	Approval required from	Frequency to be reviewed	Detailed notes
Pay Policy	Director of Corporate Affairs and Business Transformation	Feb-20	Cabinet	Feb-21	Cabinet - Council	Annually	
Records Management Policy	Director of Business Improvement and Operations	Jun-18	Cabinet	Jun-22	Cabinet	4 yearly	
Treasury Management Strategy and Annual Investment Strategy	Deputy Chief Executive (S151)	Feb-20	Cabinet	Feb-21	Council	Annually	
Information Security and Information Security Incident Policies	Director of Business Improvements and Operations	Oct-18	Cabinet	Oct-21	Cabinet	3 yearly	