

MID DEVON DISTRICT COUNCIL

MINUTES of a MEETING of the COMMUNITY WELL BEING POLICY DEVELOPMENT GROUP held on 27 January 2015 at 2.15 pm

Present

Councillors

Mrs H Bainbridge (Chairman)
Mrs S Griggs (Vice Chairman), M R Lee,
P F Williams, Mrs F J Colthorpe and
Mrs J Rendle (substituting for Cllr E J Berry)

Apologies

Councillors

E J Berry

Also Present

Councillors

C J Eginton, F R Rosamond and C R Slade

Also Present

Officers:

Andrew Jarrett (Head of Finance), Jill May (Head of HR and Development), Simon Newcombe (Public Health and Professional Services Manager), Amy Tregellas (Head of Communities and Governance and Monitoring Officer) and Julia Stuckey (Member Services Officer)

Also in

Attendance:

Mr M Baker (Grand Western Canal) and Mr S Davis and Ms V Phillips (Citizens Advice Bureau)

43 APOLOGIES AND SUBSTITUTE MEMBERS

Apologies were given by Councillor E J Berry who was substituted by Councillor Mrs J R Rendle.

44 PUBLIC QUESTION TIME

There were no questions from the members of the public present.

45 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting were agreed as a true record and signed by the Chairman.

46 CHAIRMANS ANNOUNCEMENTS

The Chairman had no announcements to make.

47 GRANT FUNDED AGENCIES

The Head of Communities and Governance presented a report* regarding presentations by external agencies in receipt of an annual Council grant.

The report outlined the format laid out for external agencies to provide a short presentation of their work and to explain the value of the District Council's annual grant award to them, at this and future Community Well Being Policy Development Group meetings.

The Officer explained that a schedule had been put in place as below:

27 January 2015	(1) Citizens Advice Bureau and (2) Grand Western Canal
24 March 2015	(1) Tiverton Museum of Mid Devon Life and (2) Tiverton and District Community Transport Association (including Crediton and District Community Transport).
30 June 2015	(1) Involve – Voluntary Action in Mid Devon and (2) Churches Housing Action Team.
18 August 2015	(1) Age UK Mid Devon and (2) Tourism Information Service.
13 October 2015	(1) Market Centre Youth Drop-In, Tiverton and (2) Community Housing Aid Nightstop Service.
8 December 2015	(1) Crediton Arts Centre and (2) Sunningmead Community Association.
2 February 2016	Blackdown Support Group

It was **RESOLVED** that the Policy Development Group would consider the presentations from the Citizens Advice Bureau and Grand Western Canal and endorse the future schedule of presentations.

Proposed by the Chairman

The Group received a presentation from Mr M Baker from the Grand Western Canal, outlining a brief history, the Country Park's alignment with Mid Devon objectives, management, funding of the canal and a look to the future.

Discussion took place regarding:

- Funding that might be available from the County Council for Health and Wellbeing;
- The fact that the canal could be used by so many different groups, including those that may be under represented in other areas due to the ease of access;
- The canal had been used by Olympic runner Jo Pavey for training;
- Income that was generated by the selling of logs and car park charges;
- The fact that the canal could never be self-financing and would always be dependent on grant funding;
- The issue of cyclists using the tow path and the code of conduct that had been produced.

The Chairman thanked Mr Baker for his presentation.

Notes: -

- i. Councillor Mrs J R Rendle declared a personal interest as she was a user of the canal.

- ii. Councillors Mrs H Bainbridge, Mrs S Griggs and P F Williams declared personal interests as they were Members of the Grand Western Canal Joint Advisory Committee.
- iii. Councillor F J Colthorpe declared an interest as she was a Member of Devon County Council.
- iv. Councillor P F Williams declared a personal interest as he bought logs from the Canal.

The Group received a presentation from Mr S Davis of the Citizens Advice Bureau (CAB).

Mr Davis outlined the work of the CAB explaining the main reasons that the public used the service and the methods of contact that were used. This was expected to change from mainly face to face contact to electronic means of contact such as telephone or web appointments. Face to face appointments would still be available for those in most need. He explained that the CAB was a strong social campaigner and the variety of issues that clients had and therefore the need for training of volunteers to be very in depth.

The CAB were being progressive in raising their own income and had recently taken over a property in Barnstaple which was large enough to sub-let space to generate income as well as setting up a trading company which allowed them to sell Human Resources Services to small businesses.

Discussion took place regarding:

- The venue's used within Mid Devon and the possibility of improving these;
- The number of people suffering from debt issues and the help that could be given to help them claim what they were entitled to;
- The fact that many people claiming benefits were in work;
- The need to generate income.

The Chairman thanked Mr Davis for his presentation.

Note: - Report previously circulated and attached to minutes.

48 BUDGET UPDATE

The Group had before it, and **NOTED**, a report * from the Head of Finance considering the options available in order for the Council to move towards a balanced budget for 2015/16. Since the last meeting the Council had received formal confirmation of its Formula Grant Settlement for 2015/16 which was £83K better than anticipated. However, there had been no provisional notification for 2016/17 making financial planning very difficult. The Council Tax freeze grant offered for 2015/16 was 1% which if accepted by Council would increase the budget gap by £25K. The referendum limit for 2015/16 had been agreed at 2%.

The budget gap for 2015/16 had reduced since the last meeting from £650K to £99K. This was principally due to predicted savings in the new Waste and Recycling Scheme, an increase in Development Control fees and a revenue contribution to capital reduction.

Note: - Report previously circulated and attached to minutes.

49 **SINGLE EQUALITIES SCHEME (01:28:43)**

The Group had before it a report * of the Head of Communities and Governance regarding the Single Equalities Scheme.

The Officer explained that under the Equality Act 2010 local authorities had a duty to have 'due regard' to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that was prohibited by or under the Act;
- b) advance equality of opportunity between persons who shared a relevant protected characteristic and persons who do not share it; and
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The Officer highlighted the Equality Action Plan 2015-16

			Responsible Person	Timescale
	Understanding our community			
1.1	Provide an annually updated equality profile of the district	Produce an equality profile as part of the publication of equality information	Community Development Manager	Mar 2015
	Delivering Responsive Services			
2.1	Convene quarterly meetings of the Corporate Equality Group to address issues and share good practice within the Council	Quarterly meetings	Head of Communities and Governance	2015
2.2	Undertake periodic equality audits of key services that have the greatest impact on equality groups as part of the audit cycle	Undertake an equality audit of HR Recruitment Spring 2015	Head of Communities and Governance	2015
2.3	Work with partners to respond to the needs of families with complex needs	Ensure the successful transition of the Targeted Family Support Programme into Phase 2 from April 2015	Head of Communities and Governance	April 2015
	Monitoring and			

	Evaluation			
3.1	Publish Equality Information in line with statutory duties	Publish Equality Information on the Council's website by 31/3/15, and annually thereafter	Head of Communities and Governance	31 st Mar 2015
	Providing Strategic Direction			
4.1	Publish Single Equality Scheme	Publish Single Equality Scheme on the Council's website by 31/3/15, and revise annually thereafter	Head of Communities and Governance	31 st Mar 2015
4.2	Publish Annual Equality Action Plan	Including equality objective "to ensure all staff and members of the Council receive the appropriate level of training on equality issues."	Head of Communities and Governance	6 th April 2015

Discussion took place regarding the committee report template which would be amended so that 'equality impact' was included.

RECOMMENDED to the Cabinet that the Single Equality Scheme, together with the Equality Objective for 2015-16, be approved.

Proposed by the Chairman.

Note: - Report previously circulated and attached to minutes.

50 **PERFORMANCE AND RISK (01.4.18)**

The Group had before it and **NOTED** a report * of the head of Communities and Governance providing Members with an update on performance against the Corporate Plan and local service targets for the first two quarters of 2014/15 as well as providing an update on any key business risks.

The Officer explained the indicators regarding empty shops. She informed the Group that:

- Tiverton had 15 empty shops in quarter 1, 16 in quarter 2 and 15 in quarter 3 (out of 244).
- Crediton had 12 empty shops in quarter 1, 10 in quarter 2 and 10 in quarter 3 (out of 118).
- Cullompton had 12 empty shops in quarter 1, 13 in quarter 2 and 15 in quarter 3 (out of 94).

She also informed the Group that membership of the Leisure Centres had grown from 3173 to 3675 over the last year.

Note: - report previously circulated and attached to minutes.

51 **CCTV UPDATE (01:41:11)**

The Committee had before it a report * of the Head of Human Resources, Learning and Development updating members on the annual use and performance of the Tiverton town-centre CCTV system, in accordance with the terms of reference for the CCTV Management Group agreed by the Policy Development Group on 27 July 2013.

The Public Health Manager outlined the contents of the report.

Discussion took place regarding:

- The deterrent to crime that CCTV coverage provides;
- The limited number of hours per week that the staff member was paid for;
- The membership of the Management Group;
- Financial contributions from the Town Council and the Police;
- The need for a full review and operation of the service.

It was **AGREED** that a full review of the on-going management and operation of the town centre CCTV system take place, with a view to securing its longer-term future within a sustainable ownership and management structure. This review would be reported back to the Community Well-Being PDG with recommendations for consideration during 2015.

Note: - Report previously circulated and attached to notes.

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

Financial Monitoring 2014/15
Chairman's annual report for 2014/15
Performance and Risk
Grant Recipient Presentation

(The meeting ended at 4.19 pm)

CHAIRMAN