

## **MID DEVON DISTRICT COUNCIL**

**MINUTES** of a **MEETING** of the **CABINET** held on 28 September 2017 at 2.15 pm

### **Present**

#### **Councillors**

C J Eginton (Leader)  
R J Chesterton, K Busch, P H D Hare-Scott,  
C R Slade, Mrs M E Squires and  
R L Stanley

### **Also Present**

#### **Councillor(s)**

F W Letch and F J Rosamond

### **Also Present**

#### **Officer(s):**

Stephen Walford (Chief Executive), Andrew Jarrett (Director of Finance, Assets and Resources), Andrew Pritchard (Director of Operations), Jill May (Director of Corporate Affairs and Business Transformation), Kathryn Tebbey (Group Manager for Legal Services and Monitoring Officer), Jenny Clifford (Head of Planning, Economy and Regeneration), Catherine Yandle (Group Manager for Performance, Governance and Data Security) and Sally Gabriel (Member Services Manager)

## **51. APOLOGIES**

There were no apologies for absence.

## **52. PUBLIC QUESTION TIME**

There were no members of the public present.

## **53. MINUTES OF THE PREVIOUS MEETING (00-00-39)**

The minutes of the previous meeting held on 31 August 2017 were approved as a true record and signed by the Chairman.

## **54. TENANT COMPENSATION POLICY (00-01-37)**

Arising from a report of the Director of Operations, the Homes Policy Development Group had recommended that the revised Tenant Compensation Policy be approved.

The Cabinet Member for Housing outlined the contents of the report stating that the revised policy had been amended to reflect the information in the new Tenancy Agreement and the format of the website. Further information had been added to clarify the position on compensation claims for external areas, including sheds, outhouses and garage, also the position on items damaged during planning demolition works. He also highlighted the situations where compensation may be required.

**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.

55. **RECOMMENDATION 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)

Note: Briefing paper circulated, copy attached to minutes.

56. **DISCRETIONARY BUSINESS RATES RELIEF SCHEME (00-11-17)**

The Cabinet had before it a \* report of the Director of Finance, Assets and Resources introducing a new Discretionary Rate Relief Scheme.

The Cabinet Member for Finance outlined the contents of the report stating that the Government in the spring budget of 2017 had announced funding to local authorities to help those rate payers who had had an increase in their rate bills due to the 2017 revaluation; Mid Devon had been allocated the following funding over a four year period:

2017/18 - £118,000  
2018/19 - £57,000\*  
2019/20 - £24,000\*  
2020/21 - £3,000\*

The Local Authority had been working with a Devon wide group and partner agencies to devise a suitable scheme to meet the financial and business needs of this authority's area.

**RESOLVED** that the Discretionary Rate Relief Scheme be approved.

(Proposed by Cllr P H D Hare-Scott and seconded by Cllr K I Busch)

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

**57. TEMPORARY AGENCY STAFFING CONTRACT (00-12-42)**

The Cabinet had before it a \* report of the Procurement Manager advising Members on the result of the procurement for the provision of temporary agency staff

The Cabinet Member for the Working Environment and Support Services outlined the contents of the report stating that the procurement exercise had been a joint venture with a number of public sector bodies in Devon. She explained the tender process highlighting the evaluation criteria, weighting, the scoring methodology and the amount each authority spent on temporary agency staff in 2016/17.

Consideration was given to:

- The cost effectiveness of using agency staff to cover temporary sickness
- The annual cost to the authority on temporary agency staff compared to other local authorities
- The number of agency staff used had been reduced

**RESOLVED** that: the contract be awarded to Supplier 1 for a period of 3 years with the option to extend for a further year.

(Proposed by Cllr Mrs M E Squires and seconded by Cllr C R Slade)

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

**58. STRATEGIC LEISURE PARTNER FOR FITNESS EQUIPMENT (00-19-40)**

The Cabinet had before it a \* report of the Director of Operations advising Members of the outcome to the procurement exercise to identify a suitable strategic leisure partner

The Cabinet Member for Community Well-Being outlined the contents of the report stating that the extension to the Exe Valley Leisure Centre represented an opportunity to look at an alternative model for the purchase of leisure equipment across the three main leisure sites. He outlined the tender process that had taken place highlighting the evaluation criteria and weightings, the scoring methodology, scores and ranking.

Consideration was given to the provision of trim trails across the district.

**RESOLVED** that the contract be awarded to Supplier 1 for a period of 5 years with the option to extend for a further 5 years.

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

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

#### 59. **FINANCIAL MONITORING (00-22-35)**

The Cabinet Member for Finance provided a verbal update on the income and expenditure for the financial year to date. He reported that there was little variance from the previous month with regard to the General Fund; the Housing Revenue Account was showing better than budget, there had been some slippage with regard to the Capital Programme but that the schemes for Palmerston Park and Exe Valley Leisure Centre were now well underway.

It was noted that over the past few months there had been some capital receipts and that this money was planned to be utilised.

#### 60. **PERFORMANCE AND RISK (00-24-17)**

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.

The Group Manager for Performance, Governance and Data Security outlined the contents of the report stating that the projects within corporate aims had been updated.

Consideration was given to the various targets within the corporate priorities and the following was highlighted:

- There had been an increase in the sales/renewals for the garden waste scheme
- The target for delivering affordable homes had been exceeded
- Concerns were raised with regard to the impact of universal credit on rent arrears
- The target for sickness days lost
- The risks highlighted within the risk register

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

61. **NOTIFICATION OF KEY DECISIONS (00-30-44)**

The Cabinet had before it, and **NOTED**, its rolling plan \* for October 2017 containing future key decisions.

Note: \* Plan previously circulated; copy attached to the signed Minutes

62. **ACCESS TO INFORMATION - EXCLUSION OF PRESS AND PUBLIC (00-33-03)**

Prior to considering the following items on the agenda, discussion took place as to whether it was necessary to pass the following resolution to exclude the press and public having reflected on Article 15 15.02(d) (a presumption in favour of openness) of the Constitution. The Cabinet decided that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

It was therefore:

**RESOLVED** that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 respectively of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information)

(Proposed by the Chairman)

63. **LORDS MEADOW DEPOT**

The Cabinet had before it a \* report of the Director of Finance, Assets and Resources considering options for the depot at Lords Meadow, Crediton

The Cabinet Member for Housing outlined the contents of the report.

**RESOLVED** that: the asset disposal of the land and depot at Lords Meadow Industrial Estate, Crediton be approved and that the freehold sale as set out within the report proceed.

(Proposed by Cllr R L Stanley and seconded by Cllr P H D Hare-Scott).

Note: \* Report previously circulated.

64. **COUNCIL OFFICES, CREDITON**

The Cabinet had before it a \* report of the Director of Finance, Assets and Resources outlining options for the future use of the Crediton Office.

The Cabinet Member for Housing outlined the contents of the report outlining the six options available for consideration.

**RESOLVED** that recommendation 3 in the report be approved and recommendation 6 in the report also be approved, namely: that the Land Charges Service be notified

of the intention to sell the Crediton Office building and that the local community be informed that the property had been registered as an asset of community value.

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

#### Notes

- (i) Cllr C R Slade declared a personal interest as he was the Council representative on the Community Transport Association who used the Crediton Office;
- (ii) Cllrs K I Busch and Mrs M E Squires requested that their abstention from voting be recorded;
- (iii) \* Report previously circulated.

### 65. **PROPOSED PROPERTY TRANSACTION**

The Chairman had agreed that the item be added to the agenda as a matter of urgency so that the Cabinet (if so resolved) could make recommendation to Council on 25 October 2017. Both the Chairman of the Scrutiny Committee and the Monitoring Officer had been advised.

The Cabinet had before it \*information regarding the possible purchase of property in Tiverton.

The Cabinet Member for Housing outlined the information that had been provided.

Following discussion:

| It was **RECOMMENDED** to Council that the property transaction take place.

(Proposed by R L Stanley and seconded by Cllr P H D Hare-Scott)

#### Note:

- (i) \* Information previously circulated;
- (ii) The meeting returned to open forum to announce the decisions agreed under Part II.

(The meeting ended at 3.15 pm)

**CHAIRMAN**