

# West Devon Hub Committee



West Devon  
Borough  
Council

<b>Title:</b>	<b>Agenda</b>
<b>Date:</b>	<b>Tuesday, 1st November, 2016</b>
<b>Time:</b>	<b>2.00 pm</b>
<b>Venue:</b>	<b>Chamber - Kilworthy Park</b>
<b>Full Members:</b>	<p style="text-align: center;"><b>Chairman</b> Cllr Sanders <b>Vice Chairman</b> Cllr Baldwin</p> <p><i>Members:</i> Cllr Benson Cllr Parker Cllr Edmonds Cllr Sampson Cllr Moody Cllr Samuel Cllr Oxborough</p>
<b>Interests – Declaration and Restriction on Participation:</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.
<b>Committee administrator:</b>	Member.Services@swdevon.gov.uk

**1. Apologies for absence**

**2. Declarations of Interest**

Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Agenda, then please contact the Monitoring Officer in advance of the meeting.

**3. Items Requiring Urgent Attention**

To consider those items which, in the opinion of the Chairman, should be considered by the Meeting as matters of urgency (if any)

<b>4. Confirmation of Minutes</b>	<b>1 - 4</b>
Minutes of meeting held 20 September 2016.	
<b>5. BT Payphone Removal Consultation (Cllr Moody)</b>	<b>5 - 8</b>
<b>6. Quarter 2 Revenue Budget Monitoring 2016/17 (Cllr Edmonds)</b>	<b>9 - 18</b>
<b>7. Capital Budget Monitoring 2016/17 (Cllr Edmonds)</b>	<b>19 - 28</b>
<b>8. Annual Review of Health and Safety Policy (Cllr Samuel)</b>	<b>29 - 46</b>
<b>9. Write-Off Report (Cllr Edmonds)</b>	<b>47 - 56</b>
<b>10. Reports of other Bodies:</b>	<b>57 - 78</b>

**(i) Overview and Scrutiny (Internal) Committee**

Meeting held on 19 July 2016

**Unstarred Minute to agree**

Members are recommended to agree:

**O&S(I) 18 Member Development Steering Group – Progress Update and Induction Review  
RESOLVED to RECOMMEND to:-**

1. approve the future Member Induction Programme (as attached at Appendix A of the presented agenda report), subject to delegated authority being granted to the Senior Specialist – Democratic Services, in consultation with the Member Development Steering Group and Group Leaders, to make any necessary minor amendments;
2. approve the principle of a Member Learning and Development Plan, with responsibility for its content and monitoring being delegated to the Senior Specialist – Democratic Services, in consultation with the Member Development Steering Group; and
3. support the pursuing of the South West Charter Status for Member Development accreditation.

**(ii) Overview and Scrutiny (External) Committee**  
Meeting held on 2 August 2016

**Unstarred Minute to agree**

Members are recommended to agree:

**O&S(E) 18 Task and Finish Group Updates**

**(a) Partnership Review**

**RESOLVED to RECOMMEND:-**

1. the Partnership Policy (as outlined at Appendix 1 of the presented agenda report) and Guidance (as outlined at Appendix 2 of the presented agenda report) be adopted;
2. the Partnership Register (as outlined at Appendix 3 of the presented agenda report) be adopted;
3. the review and recommendations of the Task and Finish Group (as outlined at Appendix 4 of the presented agenda report) be agreed;
4. partnerships be retained at current financial levels for 2017/18, subject to any financial modifications set out in Appendix 4 of the presented agenda report and/or any changes required pursuant to recommendation 5 below;
5. those significant partners identified in paragraph 3.7 (CAB and CVS) be invited to submit a

business plan to the Overview & Scrutiny (External) Committee before the end of September 2016 setting out:

- hat they would spend the funding on;
- ow it will benefit residents;
- links to Council's Strategic Priorities;
- hat value for money it will provide; and
- hat success measures they would use.

6. ew (or updated) partnership agreements be established for 2017/18 onwards establishing clear outcomes relating to Our Plan themes and, where appropriate, the Locality work to ensure co-ordinated delivery for communities; and

7. alongside this, a further financial and governance review be undertaken to identify the most appropriate delivery options aligned to financial and procurement procedures once a decision on the Local Authority Controlled Company is confirmed.

**(iii) Overview and Scrutiny (External) Committee**  
Meeting held on 26 September 2016

**Unstarred Minute to agree**

Members are recommended to agree:

**O&S(E) 27 Conclusions of the Partnership Task and Finish Group on Submitted Business Plans from the West Devon Citizens Advice Bureau and Council for Voluntary Service**

**RESOLVED to RECOMMEND:-**

That the Hub Committee **RECOMMEND** to Council that the funding allocated by the Council to the CAB and CVS for 2017/18 should be retained at the same level as it was for 2016/17 (£32,900 and £8,500 respectively).

**PART TWO ITEMS WHICH MAY BE TAKEN IN THE  
ABSENCE OF THE PUBLIC AND PRESS ON THE GROUNDS  
THAT EXEMPT INFORMATION IS LIKELY TO BE DISCLOSED**

The Committee is therefore recommended to pass the following  
resolution:

**"RESOLVED** that under Section 100(A)(4) of the Local  
Government Act 1972, the public be excluded from the Meeting on  
the grounds that exempt information may be disclosed as defined  
in the paragraph given in Part 3 of Schedule 12A to the Act."

- 11. Devon Building Control Partnership Hosting Arrangements 79 - 90  
(Cllr Baldwin)**