

# WEST DEVON HUB COMMITTEE



West Devon  
Borough  
Council

**Minutes** of a meeting of the **West Devon Hub Committee** held  
on  
**Tuesday, 28th February, 2017** at **2.00 pm** at the **Chamber -  
Kilworthy Park**

Present: **Councillors:**

**Chairman** Cllr Sanders  
**Vice Chairman** Cllr Baldwin

Cllr Edmonds  
Cllr Oxborough  
Cllr Sampson

Cllr Moody  
Cllr Parker  
Cllr Samuel

## **In attendance:**

Councillors:

Cllr Ball  
Cllr Cloke  
Cllr Leech  
Cllr Moyse  
Cllr Sellis

Cllr Cheadle  
Cllr Jory  
Cllr Mott  
Cllr Pearce  
Cllr Yelland

Officers:

Darren Arulvasagam

Pauline Henstock  
Sophie Hosking  
Steve Jordan

Group Manager Business  
Development  
Finance Business Partner  
Executive Director  
Executive Director Head of Paid  
Service

## 52. **Declarations of Interest**

### **\*HC 52**

Members were invited to declare any interests in the items of business to be discussed but none were made.

53. **Confirmation of Minutes**

**\*HC 53**

The Minutes of the Hub Committee Meeting held on 24<sup>th</sup> January 2017 were confirmed and signed by the Chairman as a correct record.

54. **Joint Local Plan (Cllr Parker)**

**HC 54**

Members were presented with a report that set out how the Council would meet the requirement of the Government to maintain an up to date Local Plan, and, in accordance with the resolution of West Devon Borough Council, to prepare a Joint Local Plan with South Hams and Plymouth.

The Portfolio Holder for Strategic Planning introduced the report and took Members through the key sections. As the report was also being presented to the Special Council meeting later in the day, Members wished to hold their views for that debate. In concluding this item, the Leader wished to thank all those who had been involved in producing the Plan and stated that Members should be committed to its contents.

It was then **RESOLVED** that Council be **RECOMMENDED**:

- (i) That the Plymouth and South West Devon Joint Local Plan (as set out in the presented appendix to the full Council agenda) be formally approved and that the Plan is subject to a six week period for representations to be received, pursuant to Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012;

It was further **RECOMMENDED** that:

- (ii) following the completion of the six week period for representations the local plan be formally submitted for Public Examination;
- (iii) authority be delegated to agree minor amendments to the Plymouth and South West Devon Joint Local Plan prior to its submission, to the Community of Practice Lead (Place Making) in consultation with the Joint Local Plan Member Steering Group;
- (iv) the Plymouth and South West Devon Joint Local Plan Steering Group continue to oversee the Joint Local Plan to ensure its effective monitoring and review, and that officers be instructed to draw up a revised Collaboration Agreement to this effect between South Hams District Council, Plymouth City Council and West Devon Borough Council with responsibility delegated to the Executive Director (Strategy and Commissioning) for signing the Collaboration Agreement, in consultation with the Portfolio Holder for Strategic Planning; and

- (v) the Joint Local Plan be corrected prior to publication as set out in the erratum dated 27 February 2017.

55. **Heart of the South West Devolution Update (Cllr Sanders)**

**HC 55**

Members were presented with a report that provided an update following the July 2016 'in principle' Council approval to progress negotiations for a devolution deal and the establishment of a Combined Authority, both subject to further report and the approval of the 17 Councils.

The Leader presented the report and updated Members on the latest position.

It was then **RESOLVED** that Council be **RECOMMENDED** that:

1. the update about the HotSW Combined Authority/devolution deal (including noting that a Joint Committee, if established, will have responsibility for developing future 'deal' and combined authority proposals for recommendation to the constituent authorities) be noted;
2. the proposals for the HotSW Productivity Plan preparation and consultation proposals (including noting that the Joint Committee, if established, will have responsibility for approving and overseeing the implementation of the Productivity Plan) be approved;
3. And that Council be **RECOMMENDED** to agree:
  - a. 'In Principle' to the establishment of a HotSW Joint Committee with a Commencement Date of Friday 1 September 2017 in accordance with the summary proposals set out in the presented report; and
  - b. That the 'In Principle' decision at (a) above is subject to further recommendation and report to the constituent authorities after the County elections in May 2017 and confirmatory decisions to approve the establishment of the Joint Committee; a constitutional 'Arrangements' document; an 'Inter-Authority agreement' setting out the support arrangements; appoint representative to the Joint Committee and appoint an Administering Authority.

56. **Parking Permit Review (Cllr Sampson)**

**HC 56**

Members were presented with a report that requested consideration of a recommendation to make amendments to the West Devon parking permits, as considered and agreed by the West Devon Parking Strategy Group.

The Lead Member for Commercial Services introduced the report and responded to questions.

It was then **RESOLVED** to **RECOMMEND** to Council that:

1. The Season Tickets available in West Devon be renamed Parking Permits, and that the Off Street Parking Places Order be amended to reflect this, together with the following amendments:
2. That the cost of a Town Centre Parking Permit be reduced from £400 to £280 per annum, to reflect the reduced Pay & Display parking charges;
3. That the cost of a Peripheral Parking Permit be reduced from £195 to £150 per annum in order to encourage more use of this facility;
4. That the cost of a Rural Parking Permit be reduced from £155 to £150 per annum in order to simplify the offering to our customers;
5. That a new West Devon Permit be introduced, allowing parking in all long-stay car parks across the Borough, for a fee of £650 per annum;
6. Permits to become 'virtual', ie. Customers will no longer receive a paper permit; and
7. New permits to be limited to one vehicle registration number only.

57. **Revenue Budget Monitoring 2016/17 (Cllr Edmonds)**

**HC 57**

Members were presented with a report that enabled them to monitor income and expenditure variations against the approved budget for 2016/2017, and provided a forecast for the year end position.

The Lead Member for Support Services introduced the report and provided detail relating to the recommendation to Council.

It was then **RESOLVED** that:

- i. the forecast income and expenditure variations for the 2016/17 financial year and the projected underspend of £35,000 be noted; and
- ii. Council be **RECOMMENDED** to transfer the 2016-17 revenue saving of £115,000 on the Leisure budget into an Earmarked Reserve for Leisure as set out in section 3.2 of the presented report.

58. **Capital Budget Monitoring 2016/17 (Cllr Edmonds)**

**HC 58**

Members were presented with a report that advised them of the financial position as at 31 December 2016 for the purposes of budget monitoring. All capital projects were within the individual capital budgets approved by Members. Therefore capital schemes were within budget.

The Lead Member for Support Services introduced the report and reminded Members that from next year (2018), the closure of accounts would be brought forward to the end of May.

It was then **RESOLVED** that:

- i. the report be noted; and
- ii. Council be **RECOMMENDED** that the Indoor Sports and Recreation facilities capital budget of £296,728 be re-categorised towards the £1.5 million cost of the investment into the Leisure Centres as detailed in Appendix B.

## 59. **Emergency Response Plan (Cllr Sanders)**

### **HC 59**

Members were presented with a report that asked the Committee to note the Plan and more importantly, the emergency arrangements proposed to support the plan and any response that may be required, and that a recommendation of approval of these arrangements be made to full Council.

The Leader introduced the report and stated that, whilst unlikely, emergencies did happen and it was important that the right procedures were in place at that time. It was explained that this was a Devon wide document, and in response to a question regarding the two authorities that were not in the partnership, one of which was a neighbouring authority, it was confirmed that this would not preclude working together if necessary.

It was then **RESOLVED** that:

1. The Emergency Response Plan produced by the Devon Emergency Planning Service (attached at Appendix 1) be considered; and
2. Council be **RECOMMENDED** that the proposed emergency response arrangements be approved.

## 60. **Homelessness Strategy 2017/22 (Cllr Samuel)**

### **HC 60**

Members were presented with a report that set out how, following public consultation which closed on 13 February 2017, Members were now being asked to recommend to full Council, approval of the strategy which set out how the Council would tackle homelessness within the next 5 years.

The Lead Member for Health and Wellbeing introduced the report and in doing so thanked officers and also Cllrs Leech and Yelland who had worked as part of the Health and Wellbeing task and finish group on production of the strategy.

It was then **RESOLVED** that Council be **RECOMMENDED**:

1. That the Homelessness Strategy 2017-2022 and the 2017 Action Plan be adopted; and
2. That the Joint Member Task and Finish Group be retained as a Homeless Strategy Monitoring Group.

61. **Hub Committee Member Service Update**

**\*HC 61**

This item was deferred to the next meeting.

62. **Waste and Cleansing Vehicle Procurement Update (Cllr Sampson)**

**\*HC 62**

*(Paragraph 3 – Information relating to the financial or business affairs of any particular person including the authority holding that information)*

Members were presented with an exempt report that updated the Committee on progress made in the procurement process for the fleet of waste and cleansing vehicles to date.

It was then **RESOLVED**:

1. That progress made on the procurement of the waste and cleansing fleet be noted and that work continues on procuring a value for money, fit for purpose waste and cleansing fleet.
2. That any changes considered necessary to the terms as highlighted be delegated to the Lead Specialist Waste Strategy in consultation with the Lead Member for Commercial Services.

The Meeting concluded at 3.25 pm

**Signed by:**

**Chairman**

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