

# WEST DEVON HUB COMMITTEE



West Devon  
Borough  
Council

**Minutes** of a meeting of the **West Devon Hub Committee** held  
on  
**Tuesday, 1st December, 2015** at **2.00 pm** at the **Chamber -  
Kilworthy Park**

Present: **Councillors:**

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

Cllr Benson  
Cllr Oxborough  
Cllr Samuel

Cllr Moody  
Cllr Parker

## **In attendance:**

Councillors:

Cllr Cheadle  
Cllr Edmonds  
Cllr Musgrave  
Cllr Stephens

Cllr Cloke  
Cllr Evans  
Cllr Pearce  
Cllr Yelland

Officers:

Executive Director (Strategy and Commissioning)  
Executive Director (Service Delivery and Commercial Development)  
Group Manager – Business Development  
COP Lead Specialist – Housing, Revenues & Benefits  
S151 Officer  
Finance Business Partner  
Head of Building Control Partnership  
COP Lead Specialist Legal  
Operations Manager (Environment Services)

33. **Apologies for absence**

\*HC 33

Apologies were received from Cllr W G Cann OBE and Cllr R F D Sampson.

34. **Declarations of Interest**

\*HC 34

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

35. **Items Requiring Urgent Attention**

HC 35

The Chairman advised that he had agreed for one item of urgent business to be raised at this meeting which had been deemed urgent in light of the associated time constraints. He then referred to a late report that had been circulated to the Committee, entitled 'Syrian Vulnerable Persons Scheme'. He introduced the report and set out the background, and the COP Lead Specialist Housing, Revenues & Benefits responded to specific questions.

Following discussion on this item, it was then **RESOLVED**:

That Council be **RECOMMENDED** to voluntarily participate in The Syrian Vulnerable Persons Scheme.

36. **Draft Revenue Budget Proposals and Draft Capital Programme Proposals for 2016/17**

HC 36

The Chairman presented a report that set out the budget proposals for both revenue budget and capital programme for 2016/17.

Members asked a number of questions and the Chairman and Section 151

Officer responded in detail to the queries, including the following:

- the Collection Fund was explained in detail;
- a verbal update on the summary of the main points of the spending review was given, particularly in relation to the impact of potential changes to the New Homes Bonus;
- it was confirmed that the outcome of the next triennial pension revaluation being due at the end of next year; and
- assurances were given that the level of reserves were

sufficient. It was then **RESOLVED** that:

1. The report be noted;
2. Officers be instructed to develop a strategy to deliver the best use of the affordable housing capital budget of £550,000 and the uncommitted New Homes Bonus amounts of £63,000 (in year 15/16) and potentially £317,000 (in 16/17) as per 6.9 and 7.3 of the presented agenda report;and

3. The principle of an appropriately graded shared post being employed to focus on Economic Development, with the target of the post being self- financing within two years, as per para 6.9 of the presented agenda report be supported;

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

4. car parking charges be frozen for 2016/17 as set out in Appendix F of the presented agenda report;
5. the fees for the Environmental Health Community of Practice are as per presented Appendix F; and
6. authority be delegated to the Community of Practice Lead for Environmental Health in consultation with the Lead Hub Committee Member, to modify the charges of Food Export Certificates, once the outcome of the current review is known.

### 37. **Devolution Draft Proposal**

HC 37

The Chairman introduced a report that set out the detail of a shared Devolution Statement of Intent including the authorities within the Heart of the South West Bid and the opportunities that would arise for West Devon Borough Council from devolution.

Members noted that the Draft Proposal circulated as Appendix 1 of the presented agenda report did not give sufficient weight to Plymouth being a marine centre within the section on Strategic Economy.

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

1. endorse the Leader's current approach to devolution and the drafting of proposals, their submission and negotiation of a deal for the Heart of the South West, namely:

Working with local authorities, National Parks and the Heart of the South West Local Enterprise Partnership to deliver full proposals for devolution which will seek a formal agreement with Government on a formal devolution deal as set out in Appendix 1 of the presented agenda report;

2. note that full Council will consider and be asked to approve the final devolution proposal before the end of the year; and
3. in the event of government timescales changing, delegate authority to the Head of Paid Service, in consultation with the Leader of the Council, to approve the final proposal.

38. **T18 Budget Monitoring**

\*HC 38

The Chairman presented a report that set out the 2015/16 Quarter 2 position in relation to the T18 Budget.

The Executive Director (Service Delivery and Commercial Development) advised that the Mobile Locality Officers had now received the Civica mobile application that would enable them to upload information whilst out in the field.

The Executive Director (Strategy and Commissioning) advised that some members of staff were still to go through the Assessment process.

Members noted the comments on space being available to let at Kilworthy Park and were assured by officers that steps were being taken to advertise that availability through a number of means.

It was then **RESOLVED** that the progress to date on the T18 Transformation Programme be noted.

39. **Revenue Budget Monitoring**

HC 39

The Chairman presented a report that enabled Members to monitor income and expenditure variations against the approved budget for 2015/16, and provided a forecast for the year end position.

It was then

**RESOLVED:**

1. That the forecast income and expenditure variations for the 2015/16 financial year and the overall projected underspend of £70,000 be noted;
2. That Council be **RECOMMENDED** to transfer any unspent Homelessness grant into a Homelessness Earmarked Reserve at the end of the 2015/16 financial year (this is expected to be £30,000).

40. **Capital Programme Monitoring**

\*HC 40

The Chairman presented a report that advised Members of the financial position as at 31 October 2015 for the purposes of budget monitoring.

In response to questions, the s151 Officer confirmed that it was expected to fully utilise the Disabled Facilities Grant budget as experience dictated that a large proportion of the spend took place in Quarter 4. The Community Projects Grant was also expected to be fully spent, as again the funding from West Devon Borough

Council often 'pump primed' other funding so there was usually a time delay between commitment and physical payment.

It was then **RESOLVED** that the report be noted.

41. **Business Development Opportunities - Devon Building Control Partnership - Provision of New Homes Warranties**

HC 41

The Lead Member for Economy presented a report that sought authority to undertake and charge for new home warranty inspections, in addition to its current scope of works. He took Members through the key points within the report and set out the background to the proposal.

The Head of Building Control Partnership responded to Members questions.

It was then **RESOLVED** that:

1. Council be **RECOMMENDED** that the Devon Building Control Partnership be granted delegated authority to undertake fee paying new home warranty building inspections in addition to their current scope of works; and
2. a report be presented in early 2016 to set out the future strategy for Devon Building Control Partnership.

42. **Enforcement Policy**

HC 42

The Lead Member for Customer First introduced the report and the COP Lead Specialist Legal set out the background and how the policy would provide a consistent approach across the Council for enforcement matters. The Policy would allow discretion and negotiation, and was not intended to be inflexible.

It was then **RESOLVED** that Council be **RECOMMENDED** to adopt the Corporate Enforcement Policy as presented at Appendix A of the presented agenda report.

43. **Review of Brook Street Car Park**

HC 43

The Lead Member for Economy presented a report that requested that Members consider the recommendation to make an amendment to the West Devon Off Street Parking Places Order in respect of the waiting time permitted on the top two decks of Brook Street car park, so that long stay parking was permissible, using the £2 all day tariff currently available in all other long stay car parks in Tavistock.

Members discussed the report and broadly agreed with the recommendation, however it was noted that this was for a trial period and should therefore run concurrently with the existing scheme already running in the town.

It was then **RESOLVED** that Council be **RECOMMENDED** to approve the proposal to implement long stay parking on the top two decks of Brook Street car park Tavistock for a trial period to run concurrently with the current trial of £2 for all day parking in long stay car parks.

44. **Minutes of Overview and Scrutiny (External) Committee - 17 November 2015**

HC 44

The minutes of the Overview and Scrutiny (External) Committee were presented for approval and noted.

In respect of Unstarred Minute O&S (E) 22 – Our Plan Review, which included a recommendation to the Hub Committee for reference to Council, the Hub Committee noted the recommendation and made the following:

That Council be **RECOMMENDED** that:

West Devon Our Plan be re-issued for the start of the 2016/17 financial year as a document that:

- Recognises Our Plan as the single comprehensive Council Plan;
- Restates the Council's corporate Vision and Objectives
- Establishes the common basis for the Council's Financial Plan, Asset Management Plan, Local Plan and all other Plans and Strategies;
- Establishes long-term and short-term priorities for delivery, including a delivery plan commencing in 2016/17;
- Establishes mechanisms for delivery; and
- Establishes engagement, monitoring and review procedures; and
- Provides context for subsequent incorporation of the Local Plan element currently subject to separate preparation.

The Meeting concluded at 4.50 pm

**Signed by:**

**Chairman**

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