

At a Meeting of the **HUB COMMITTEE** held at the Council Chamber, Council Offices, Kilworthy Park, Drake Road, **TAVISTOCK** on **TUESDAY** the **24th** day of **APRIL, 2018** at **2.00pm**

Present: Cllr P R Sanders – Chairman
Cllr L Samuel – Vice Chairman

Cllr C Edmonds Cllr J Moody
Cllr R Oxborough Cllr R F D Sampson

In attendance: Executive Director (Service Delivery and Commercial Development)
Section 151 Officer
Group Manager Commercial Services
Commissioning Manager
COP Lead Environmental Health
Senior Specialist Environmental Health
Senior Specialist Development Management
Specialist Democratic Services

Other Members in attendance:
Cllrs Cheadle, Cann OBE, Lamb, Leech, Moyse and Pearce

***HC 75 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Jory and Mott.

***HC 76 DECLARATIONS OF INTEREST**

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

***HC 77 URGENT BUSINESS**

The Chairman agreed to one item of urgent business being raised at this meeting.

In line with the Overview and Scrutiny Committee Procedure Rules, Cllr Leech had submitted a Scrutiny Proposal Form that was entitled:

‘Community Transport Groups Commercial Operators Licences Legislation Changes.’

In support of the Form, it was noted that the Department for Transport (DfT) was undertaking a consultation exercise on a proposal to amend the Permit system in use by Community Transport providers. Currently, Community Transport providers operated under an exemption. However, due to concerns raised nationally by commercial operators, it was being proposed that Community Transport providers who undertook paid services would need to obtain an ‘Operator’s’ Licence and their drivers a ‘Passenger Carrying Vehicles’ Licence, which would increase costs significantly. In addition, most Community Transport operators had contracts with Devon County Council thereby impacting heavily on the sector and likely to result in a reduction in the number of volunteers willing to drive minibuses.

However, since this Proposal Form had been submitted, it had become apparent that the deadline for responses to this consultation exercise was 4 May 2018 (i.e. before the next Overview and Scrutiny Committee meeting).

Members were concerned at the proposals and generally felt that all Members should be encouraged to respond to the consultation. The Head of Paid Service agreed to contact Devon County Council (DCC) to follow up a prior request that they circulate a summary of the issues for consideration. The Leader also asked that the Scrutiny Proposal Form be circulated with the summary sheet from DCC officers. Whilst a very tight timescale, such was the potential impact that Members and Town and Parish Councils should be encouraged to respond to the consultation, and local MPs should also be contacted for support. All Members agreed that this was a matter of importance that could have serious consequences for residents of West Devon Borough Council.

It was then **RESOLVED** that the Hub Committee send a formal response to the DfT consultation outlining concerns, before the deadline for receipt of responses on 4 May 2018.

***HC 78**

MINUTES

The Minutes of the Hub Committee meeting held on 13 March 2018 were confirmed and signed by the Chairman as a correct record.

A Member queried Minute HC 68 as it referred to information to be circulated by the Lead Member for Economy, but that information had not yet been received. The Lead Member for Economy confirmed he had not yet had the opportunity to circulate the information, but would do so as soon as he was able.

***HC 79**

LEAD MEMBER UPDATE – CLLR SAMPSON

Cllr Sampson updated the Committee on his area of responsibility including the following:

- The new method for collection of recycling waste had been launched the previous week and early indications were that quantities were up to standard;
- The project to look at Waste Contract procurement was proceeding and reports would be presented to Hub Committee and to Council in July 2018;
- The leisure contract was well embedded, the new changing rooms at Meadowlands had been completed and were well used. The focus was now at the back of the building. At Parklands the new turnstiles were in position and were being used. Also at Parklands new spin cycles had been delivered. Work would be starting on a new upstairs area and Fusion would be attending the O&S Committee meeting in May 2018 to undertake their annual presentation. There was one issue remaining in respect of a land registry restriction and that had been referred for mediation;
- Finally, Members would be aware of the Car Parking Strategy Group meetings and recommendations made and adopted at Council. The Council was about to go to consultation on revised charges, the consultation had been delayed following receipt of a solicitors letter querying the approach being taken. The Lead Member agreed to circulate details of the letter to the wider membership.

The Lead Member for Commercial Services responded to questions.

HC 80 CORPORATE STRATEGY REVIEW

Members were presented with a report that introduced a new, refreshed and more focused five year Corporate Strategy, for recommendation to Council.

The Leader introduced the report and responded to questions. The Commissioning Manager confirmed that once the Corporate Strategy had been approved at Council, work would commence on delivery plans that would monitor performance and measure success of the themes contained within the Corporate Strategy.

It was then **RESOLVED** that Council be **RECOMMENDED** to adopt and publish the West Devon Corporate Strategy.

HC 81 ANNUAL REPORT

Members were presented with a report that sought recommendation to Council for approval of the Annual Report. The Report reviewed the Council's progress over the last financial year and also set the scene for the upcoming year ahead.

The Leader introduced the report and responded to a number of questions of clarity. The Commissioning Manager confirmed that the document was in draft, and took note of suggested revisions.

One Member stated that this was a positive report and asked that thanks be placed on record to all staff for their hard work to produce such good results. Finally, the Commissioning Manager was particularly thanked for her hard work in producing both the Corporate Strategy and Annual Report documents.

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

- 1) Note the progress and achievements made by the Council; and
- 2) Adopt and publish the West Devon Annual Report (as presented at Appendix A to these minutes) for the financial year 2017/18.

HC 82 DEVON WIDE HOUSING ASSISTANCE POLICY

Members were presented with a report that set out how Disabled Facilities Grant (DFG) funding had increased and outlined the proposals to utilise the increased funding with the aim of ensuring that vulnerable individuals could remain safe and healthy in their own home.

The Lead Member for Health and Wellbeing introduced the report and he and the Senior Specialist Environmental Health responded to questions of clarity. Members were supportive of the revised policy.

It was then **RESOLVED** that Council be **RECOMMENDED** that the existing Homes Assistance Policy be updated and then adopted in line with the Devon Housing Assistance Policy.

HC 83 DEVELOPMENT MANAGEMENT PRE APPLICATION ADVICE

Members were presented with a report that set out the proposed changes to the pre application service following a review, and sought approval to go to public consultation.

In the absence of the Lead Member for Customer First, the Leader introduced the report. The Senior Specialist Development Management responded to questions of clarity. Members made minor suggestions to the proposed document and asked that they be considered prior to the document going out for consultation.

It was then:

RESOLVED

That the proposed pre-application process be approved for consultation with users of the service, subject to inclusion of minor amendments where appropriate.

(The meeting terminated at 3.40pm)

Chairman

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF HC80, HC81 AND HC82, WHICH ARE RECOMMENDATIONS TO THE COUNCIL MEETING TO BE HELD ON 22 MAY 2018, WILL BECOME EFFECTIVE FROM WEDNESDAY 2 MAY 2018 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).