

WEST DEVON BOROUGH COUNCIL: HUB COMMITTEE FORWARD PLAN

This is the provisional forward plan for the four months starting July 2019. It provides an indicative date for matters to be considered by the Hub Committee. Where possible, the Hub Committee will keep to the dates shown in the plan. However, it may be necessary for some items to be rescheduled and other items added.

The forward plan is published to publicise consultation dates and enable dialogue between the Hub Committee and all councillors, the public and other stakeholders. It will also assist the Council's Overview and Scrutiny Committee in planning their contribution to policy development and holding the Hub Committee to account.

The Plan is published on the Council's website (www.westdevon.gov.uk)

Members of the public are welcome to attend all meetings of the Hub Committee, which are normally held at Kilworthy Park, Tavistock, and normally start at 2.00 pm. If advance notice has been given, questions can be put to the Hub Committee at the beginning of the meeting.

The Hub Committee consists of nine Councillors. Each has responsibility for a particular area of the Council's work.

Leader – Cllr Neil Jory

Deputy Leader – Cllr Lois Samuel

Lead Member for Environment – Cllr Caroline Mott

Lead Member for Health and Wellbeing – Cllr Tony Leech

Lead Member for Enterprise – Cllr Ric Cheadle

Lead Member for Communities – Cllr Terry Pearce

Lead Member for Customer First – Cllr Jeff Moody

Lead Member for Resources and Performance – Cllr Chris Edmonds

Lead Member for Homes – Cllr Debo Sellis

Further information on the workings of the Hub Committee, including latest information on agenda items, can be obtained by contacting the Democratic Services Section by e-mail to democratic.services@westdevon.gov.uk

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated

Portfolio Area	Report Title and Summary	Lead Officer/ Member	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
Environment	Title: Coastal Concordat Purpose: To consider the Concordat agreed between WDBC and Marine Management Organisation in respect of planning matters below the mean low tide	Tom Jones	Report of the Head of Place Making Practice Coastal Concordat	Date tbc	
Customer First	Title: Northern Outreach Service Purpose of report: To make a decision on whether or not to continue with a dedicated outreach service in the Okehampton area	Nadine Trout/ Cllr Moody	Report of Commissioning Manager	16 July 2019	
Communities	Title: Parking order amendments – electrical charging and additional parking in Okehampton Purpose of report: To seek approval for amending the Off Street Parking Order	Cathy Aubertin/ Cllr Mott	Report of Environment Services Head of Practice	16 July 2019	
Enterprise	Title: Action Plan for the Internal Audit report on the Tavistock Hotel Proposal Purpose of report: To set out the action plan for the ten recommendations contained within the report to Council on 26 th March 2019 (Minute CM66)	Lisa Buckle/ Cllr Cheadle	Report of s151 Officer and previous report of Internal Audit Team	16 July 2019	
Leader – Council	Title: Restructure of SLT Purpose of report: To approve the Senior Leadership Team structure, roles and salaries and request the Chief Executive to review and implement changes to the Extended Leadership Team	Sophie Hosking & Andy Wilson/ Cllr Jory	Report of the Chief Executive , LGA Peer Review and SLT Consultation Paper responses	16 July 2019	Staff consulted via consultation paper
Enterprise	Title: Updated Commercial Property Acquisition Strategy Purpose of the report: To extend the strategy to include other areas of investment	Chris Brook/ Cllr Cheadle	Report of Head of Assets	16 July 2019	Invest to Earn Committee

Portfolio Area	Report Title and Summary	Lead Officer/ Member	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
Resources and Performance	Title: IT Procurement Update Purpose of the report: Proposal for the approach for the ICT Procurement, including proposals for joint arrangements with South Hams District Council	Mike Ward/ Cllr Jory	Report of Head of ICT	16 July 2019	
Council	Title: Budget Update report for 2020/21 Purpose of report: To give an update on the outline financial modelling for the budget position for 2020/21, including asking Members for an early indication on the Council Tax Support Grant for 2020/21 for Town and Parish Councils	Lisa Buckle/ Cllr Jory	Report of s151 Officer	16 July 2019	
Council	Title: Write Off Report for Quarter 4 2018/2019 Purpose of report: The Council is responsible for the collection of: Housing Rents, Sundry Debts including Housing Benefit Overpayments, Council Tax and National Non-Domestic Rates. The report informs members of the debt written off for these revenue streams.	Lisa Buckle/ Cllr Edmonds	Report of s151 Officer	16 July 2019	
Leader & Enterprise	Title: Accommodation Strategy Purpose of report: To make recommendations for a future accommodation strategy	C Brook/ Cllr Jory and Cllr Cheadle	Report of Head of Assets	10 September 2019	Accommodation Strategy Working Group
Enterprise	Title: Formation of a wholly owned company	C Brook/ Cllr Cheadle	Report of Head of Assets	10 September 2019	

Portfolio Area	Report Title and Summary	Lead Officer/ Member	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
	<p>Purpose of Report: To consider the formation of a wholly owned company to facilitate commercial activity</p>				
Leader	<p>Title: Draft Corporate Strategy Delivery Plans Purpose of report: To consider the feedback gathered by Members from their community engagement</p>	Nadine Trout/ Cllr Jory	Report of the Commissioning Manager	10 September 2019	
Communities	<p>Title: Parking Order Amendments Purpose of report: to add a residential parking order on Okehampton to the Order</p>	Cathy Aubertin/ Cllr Mott	Report of Environment Services Head of Practice	10 September 2019	
Environment	<p>Title: Grounds maintenance service Purpose of report: To consider the future provision of a grounds maintenance service, and opportunities for income growth in respect of service area</p>	Steve Mullineaux and Cathy Aubertin	Report of the Group Manager Commercial Services and Head of Environment Services Practice	10 September 2019	
Homes	<p>Title: Homeless Strategy Year 3 Purpose of the report: To set out Year 3 of the Strategy</p>	Issy Blake/ Cllr Sellis	Report of Head of Housing, Revenues and Benefits Practice	10 September 2019	
Council	<p>Title: Write Off Report for Quarter 1 Purpose of report: The Council is responsible for the collection of: Housing Rents, Sundry Debts including Housing Benefit Overpayments, Council Tax and National Non-Domestic Rates. The report informs members of the debt written off for these revenue streams.</p>	Lisa Buckle/ Cllr Edmonds	Report of s151 Officer	10 September 2019	

Portfolio Area	Report Title and Summary	Lead Officer/ Member	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
Council	<p>Title: Revenue Budget Monitoring Quarter 1</p> <p>Purpose of report: A revenue budget monitoring report to monitor income and expenditure variations against the approved revenue budget for 2019/20, and to provide a forecast of the year end position</p>	Pauline Henstock/ Cllr Edmonds	Report of Head of Finance Practice	10 September 2019	
Council	<p>Title: Capital Budget Monitoring Quarter 1</p> <p>Purpose of report: The report advises Members of the progress on individual schemes within the approved capital programme for 2019/20, including an assessment of their financial position</p>	Pauline Henstock/ Cllr Edmonds	Report of Head of Finance Practice	10 September 2019	
Council	<p>Title: Medium Term Financial Strategy for the five years 2020/21 to 2024/25</p> <p>Purpose of the report: To set the strategic intention for all of the different strands of funding available to the Council. This brings together all known factors affecting the Council's financial position and its financial sustainability, to provide a long term financial forecast.</p>	Lisa Buckle/ Cllr Jory	Report of s151 Officer	10 September 2019	
Communities/Wellbeing	<p>Title: Partnership Funding Levels 2020/21</p> <p>Purpose of the report: To review Partnership Funding Levels for 2020/21 onwards</p>	Nadine Trout/ Cllr Pearce and Cllr Leech	Report of Commissioning Manager	10 September 2019	
Communities/Wellbeing	<p>Title: Council Tax Reduction Scheme 2020/21</p> <p>Purpose of the report: It is an annual requirement for the Council to revisit its existing council tax support scheme</p>	Issy Blake/ Cllr Pearce & Cllr Leech	Report of Head of Housing, Revenues and Benefits Practice	10 September 2019	

