



Hub Committee Forward Plan

About the Forward Plan

This is the provisional forward plan for at least four months starting June 2024. 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)

About the Hub Committee

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

- Leader of the Council – Cllr Mandy Ewings
- Deputy Leader of the Council, with specific responsibility for Housing – Cllr Mark Renders
- Lead Hub Member for Customer Experience & Accessible Services – Cllr Jeff Moody
- Lead Hub Member for Economy & Jobs – Cllr Neil Jory
- Lead Hub Member for Climate & Biodiversity - Cllr Ursula Mann
- Lead Hub Member for Community Wellbeing – Cllr Jane Elliott
- Lead Hub Member for Planning & Built Environment – Cllr Caroline Mott
- Lead Hub Member for Neighbourhood Services – Cllr Adam Bridgewater
- Lead Hub Member for Performance & Resources – Cllr Chris Edmonds

Further information on the workings of the Hub Committee, including latest information on agenda items, can be obtained by contacting Democratic Services on 01803 861105 or by e-mail to democratic.services@swdevon.gov.uk

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



Forward Plan from June 2024

Portfolio Area	Report Title and Summary	Lead Member / SLT lead / Report Author	Documents to be considered in making decision	Date of Decision	Consultees and means of consultation
Leader	Title: Peer Challenge Review Report Purpose: To consider a report that presents the report arising from the recent Peer Review Challenge.	Cllr Ewings / Andy Bates	Report of the Chief Executive	11 June 2024	
Community Wellbeing	Title: Cost of Living Crisis: Plans for Household Support Fund Allocation (1 April to 30 September 2024) and 12 Month Review of the Revenues and Benefits Service Purpose: To consider a report that sets out the proposed plans for the Household Support Fund Allocation for the period from 1 April to 30 September 2024 and presents the 12 Month Review into the Revenues and Benefits Service	Cllr Elliott / Steve Mullineaux / Geni Hotchkiss	Report of the Head of Revenues and Benefits	11 June 2024	
Community Wellbeing	Title: Q3 and Q4 Write-Off Report 2023/24 Purpose: To consider a report that seeks to write-off a number of debts that are deemed to be irrecoverable from Quarters 3 and 4 in 2023/24.	Cllr Elliott / Steve Mullineaux / Geni Hotchkiss	Report of the Head of Revenues and Benefits	11 June 2024	
Leader	Title: Productivity Plan Purpose: To consider a report that presents the Council's draft Productivity Plan for approval.	Cllr Ewings / Lisa Buckle	Report of the Section 151 Officer	11 June 2024	



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Housing	<p>Title: Housing – Parish Profiles</p> <p>Purpose: To consider a report that seeks endorsement of the Parish Profiles approach.</p>	Cllr Renders / Chris Brook / Issy Blake	Report of Head of Housing	11 June 2024	
Leader	<p>Title: Working for Our Communities – 2023/24 Progress Report</p> <p>Purpose: To consider a report that presents the Council’s draft Annual Report for consideration.</p>	Cllr Ewings / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	23 July 2024	
Performance and Resources	<p>Title: Council Plan – Integrated Performance Monitoring Report</p> <p>Purpose: To consider the integrated performance monitoring report for the period from April to June 2024.</p>	Cllr Edmonds / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	23 July 2024	
Neighbourhood Services	<p>Title: Management of Open Spaces</p> <p>Purpose: To consider a report that provides an update on the Council’s approach to its management of open spaces.</p>	Cllr Bridgewater / Steve Mullineaux	Report of the Deputy Chief Executive	23 July 2024	
Economy & Jobs	<p>Title: Update on Economic Strategy and Developments</p> <p>Purpose: To consider a report that presents a progress update on the UK Shared Prosperity Fund and the Active Travel initiative.</p>	Cllr Jory / Chris Brook / Chris Shears	Report of the Head of Economy	23 July 2024	
Housing	<p>Title: Housing Update – Standing Agenda Item</p>	Cllr Renders / Chris Brook / Issy Blake	Report of the Head of Housing	23 July 2024	



Portfolio Area	Report Title and Summary	Lead Member / SLT lead / Report Author	Documents to be considered in making decision	Date of Decision	Consultees and means of consultation
	Purpose: To consider a standing agenda item in relation to housing.				
Leader	Title: Corporate Peer Challenge: Outline Plan Purpose: To consider a report that presents the Council's draft Outline Plan that has been produced in response to the recent Corporate Peer Challenge.	Cllr Ewings / Andy Bates / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	23 July 2024	
Performance and Resources	Title: 2023/24 Outturn Report Purpose: To consider a report that presents the 2023/24 Outturn Report	Cllr Edmonds / Lisa Buckle	Report of the Section 151 Officer	23 July 2024	
Leader	Title: Corporate Peer Challenge Action Plan Purpose: To consider a report that presents the Council's Action Plan that has been produced in response to the recent Corporate Peer Challenge.	Cllr Ewings / Andy Bates / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	24 September 2024	
Community Wellbeing	Title: De-carbonising Existing Housing Purpose: To consider a report that informs the Hub Committee of progress on de-carbonising the Council's existing housing.	Cllr Elliott / Chris Brook / Ian Luscombe	Report of Head of Environmental Health	24 September 2024	
Leader	Title: Plans for Re-Opening Rail in West Devon Purpose: To consider a report that provides an update on	Cllr Ewings / Chris Brook	Report of the Director: Place and Enterprise	24 September 2024	



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	the plans for re-opening the rail network in West Devon.				
Community Wellbeing	<p>Title: Proposed Changes to the Council Tax Reduction Scheme 2025/26</p> <p>Purpose: To consider a report that sets out a series of proposed changes to the Council Tax Reduction Scheme for 2025/26.</p>	Cllr Elliott / Steve Mullineaux / Geni Hotchkiss	Report of the Head of Revenues and Benefits	24 September 2024	
Community Wellbeing	<p>Title: Alcohol Public Space Protection Orders</p> <p>Purpose: To consider a report that presents a series of recommendations in relation to Alcohol Public Space Protection Orders.</p>	Cllr Elliott / Chris Brook / Ian Luscombe	Report of the Head of Environmental Health	24 September 2024	
Neighbourhood Services	<p>Title: Car Parking Charges Update</p> <p>Purpose: To consider a report that presents an update on Car Parking charges.</p>	Cllr Bridgewater / Steve Mullineaux / Emma Widdicombe	Report of the Principal Assets Officer	24 September 2024	
Climate & Biodiversity	<p>Title: Waste Services Update</p> <p>Purpose: To consider a report that presents an update on the Council's Waste Service.</p>	Cllr Mann / Steve Mullineaux / Sarah Moody	Report of the Assistant Director – Waste and Operations	24 September 2024	
Climate & Biodiversity	<p>Title: Street Scene Enforcement</p> <p>Purpose: To consider a report that presents an update in respect of Street Scene Enforcement.</p>	Cllr Mann / Steve Mullineaux / Sarah Moody	Report of the Assistant Director – Waste and Operations	24 September 2024	



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Neighbourhood Services	<p>Title: Plan for Community Development, to include Arts and Culture</p> <p>Purpose: To consider a report that sets out the draft Plan for Community Development that includes the Council's proposed approach to the arts and culture agenda.</p>	Cllr Bridgewater / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	24 September 2024	
Performance and Resources	<p>Title: Month 4 Revenue Budget Monitoring Report 2024/25</p> <p>Purpose: To consider a report that presents the latest revenue budget monitoring position to the end of July 2024 (Month 4)</p>	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	24 September 2024	
Performance and Resources	<p>Title: Month 4 Capital Programme Monitoring Report 2024/25</p> <p>Purpose: To consider a report that presents the latest capital programme monitoring position to the end of July 2024 (Month 4)</p>	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	24 September 2024	
Performance and Resources	<p>Title: Medium Term Financial Strategy (2025/26 – 2029/30)</p> <p>Purpose: To consider a report that presents the Council's Medium Term Financial Strategy for the period from 2025/26 to 2029/30.</p>	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	24 September 2024	
Housing	<p>Title: Housing Update – Standing Agenda Item</p>	Cllr Renders / Chris Brook / Issy Blake	Report of the Head of Housing	24 September 2024	



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	Purpose: To consider a standing agenda item in relation to housing.				
Performance and Resources	Title: Council Plan – Integrated Performance Monitoring Report Purpose: To consider the integrated performance monitoring report for the period from July to October 2024.	Cllr Edmonds / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	3 December 2024	
Economy & Jobs	Title: UK Shared Prosperity Fund Update: Purpose: To consider a report that presents a progress update on the UK Shared Prosperity Fund and the Active Travel initiative.	Cllr Jory / Chris Brook / Chris Shears	Report of the Head of Economy	3 December 2024	
Leader	Title: Council Plan Draft Year 2 Delivery Plan Purpose: To consider a report that presents the draft Council Plan Year 2 Delivery Plan for consideration.	Cllr Ewings / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	3 December 2024	
Leader	Title: Draft Revenue and Capital Budget 2025/26 Purpose: To consider a report that sets out a draft set of Revenue and Capital Budget proposals for 2025/26 for public consultation.	Cllr Ewings / Lisa Buckle	Report of the Section 151 Officer	3 December 2024	
Leader	Title: Institute of Customer Satisfaction Survey Results and Draft Action Plan Purpose: To consider a report that presents the results of the recent Institute of	Cllr Ewings / Steve Mullineaux / Jim Davis	Report of Head of Customer Service Improvement	3 December 2024	



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	Customer Satisfaction Survey and that seeks approval of a draft Action Plan.				
Performance and Resources	<p>Title: Draft Procurement Strategy</p> <p>Purpose: To consider a report that presents the Council's draft Procurement Strategy for approval.</p>	Cllr Edmonds / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	3 December 2024	
Housing	<p>Title: Housing Update – Standing Agenda Item</p> <p>Purpose: To consider a standing agenda item in relation to housing.</p>	Cllr Renders / Chris Brook / Issy Blake	Report of the Head of Housing	3 December 2024	
Leader	<p>Title: Draft Revenue and Capital Budget Proposals 2024/25</p> <p>Purpose: To consider a report that sets out a draft set of Revenue and Capital Budget proposals for 2024/25.</p>	Cllr Ewings / Lisa Buckle	Report of the Section 151 Officer	28 January 2025	
Leader	<p>Title: Council Plan Year 2 Delivery Plan</p> <p>Purpose: To consider a report that presents the Council Plan Year 2 Delivery Plan for consideration.</p>	Cllr Ewings / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	28 January 2025	
Performance and Resources	<p>Title: Month 7 Revenue Budget Monitoring Report 2024/25</p> <p>Purpose: To consider a report that presents the latest revenue budget monitoring position to the end of October 2024 (Month 7)</p>	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	28 January 2025	



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Performance and Resources	Title: Month 7 Capital Programme Monitoring Report 2024/25 Purpose: To consider a report that presents the latest capital programme monitoring position to the end of October 2024 (Month 7)	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	28 January 2025	
Housing	Title: Housing Update – Standing Agenda Item Purpose: To consider a standing agenda item in relation to housing.	Cllr Renders / Chris Brook / Issy Blake	Report of the Head of Housing	28 January 2025	
Performance and Resources	Title: Council Plan – Integrated Performance Monitoring Report Purpose: To consider the integrated performance monitoring report for the period from November 2024 to January 2025.	Cllr Edmonds / Drew Powell / Neil Hawke	Report of the Assistant Director: Strategy and Organisational Development	11 March 2025	
Economy & Jobs	Title: UK Shared Prosperity Fund Update: Purpose: To consider a report that presents a progress update on the UK Shared Prosperity Fund and the Active Travel initiative.	Cllr Jory / Chris Brook / Chris Shears	Report of the Head of Economy	11 March 2025	
Performance and Resources	Title: Month 10 Revenue Budget Monitoring Report 2024/25 Purpose: To consider a report that presents the latest revenue budget monitoring position to the end of January 2025 (Month 10)	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	11 March 2025	



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Performance and Resources	<p>Title: Month 10 Capital Programme Monitoring Report 2024/25</p> <p>Purpose: To consider a report that presents the latest capital programme monitoring position to the end of January 2025 (Month 10)</p>	Cllr Edmonds / Lisa Buckle / Pauline Henstock	Report of the Deputy Section 151 Officer	11 March 2025	
Housing	<p>Title: Housing Update – Standing Agenda Item</p> <p>Purpose: To consider a standing agenda item in relation to housing.</p>	Cllr Renders / Chris Brook / Issy Blake	Report of the Head of Housing	11 March 2025	
Housing	<p>Title: Housing Update – Standing Agenda Item</p> <p>Purpose: To consider a standing agenda item in relation to housing.</p>	Cllr Renders / Chris Brook / Issy Blake	Report of the Head of Housing	8 April 2025	
Planning & Built Environment	<p>Title: Okehampton Neighbourhood Plan</p> <p>Purpose: To consider a report that presents the draft Neighbourhood Plan and seeks approval for it to proceed to Referendum.</p>	Cllr Mott / Drew Powell / Graham Swiss	Report of the Senior Strategic Planning Officer	TBC	
Community Wellbeing	<p>Title: Alcohol Public Space Protection Orders</p> <p>Purpose: To consider a report that seeks adoption of a series of Alcohol Public Space Protection Orders in the Borough.</p>	Cllr Elliott / Chris Brook / Ian Luscombe	Report of the Head of Environmental Health	TBC (Late autumn)	