

# West Devon Overview and Scrutiny Committee



<b>Title:</b>	<b>Agenda</b>														
<b>Date:</b>	<b>Tuesday, 10th October, 2023</b>														
<b>Time:</b>	<b>2.00 pm</b>														
<b>Venue:</b>	<b>Chamber - Kilworthy Park</b>														
<b>Full Members:</b>	<p style="text-align: center;"><b>Chairman</b> Cllr Kimber <b>Vice Chairman</b> Cllr Johnson</p> <p><i>Members:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Cllr Blackman</td> <td style="width: 33%;">Cllr Southcott</td> </tr> <tr> <td>Cllr Calder</td> <td>Cllr Squire</td> </tr> <tr> <td>Cllr Casbolt</td> <td>Cllr Vachon</td> </tr> <tr> <td>Cllr Elliott</td> <td>Cllr Viney</td> </tr> <tr> <td>Cllr Guthrie</td> <td>Cllr Wakeham</td> </tr> <tr> <td>Cllr Mann</td> <td>Cllr West</td> </tr> <tr> <td>Cllr Saxby</td> <td></td> </tr> </table>	Cllr Blackman	Cllr Southcott	Cllr Calder	Cllr Squire	Cllr Casbolt	Cllr Vachon	Cllr Elliott	Cllr Viney	Cllr Guthrie	Cllr Wakeham	Cllr Mann	Cllr West	Cllr Saxby	
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<b>Interests – Declaration and Restriction on Participation:</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.														
<b>Committee administrator:</b>	Democratic.Services@swdevon.gov.uk														

**1. Apologies for Absence**

**2. Confirmation of Minutes**

**1 - 4**

Minutes of the Meeting of 25 July 2023

**3. Declarations of Interest**

In accordance with the Code of Conduct, Members are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests including the nature and extent of such interests they may have in any items to be considered at this meeting;

**4. Items Requiring Urgent Attention**

To consider those items which, in the opinion of the Chairman, should be considered by the Meeting as matters of urgency

**5. Public Forum**

**5 - 6**

A period of up to 15 minutes is available to deal with issues raised by the public.

**6. Citizens Advice in West Devon**

Presentation from Citizens Advice West Devon

**7. Social housing standards, Homelessness, Temporary Accommodation and Rurality (verbal update)**

**8. Task and Finish Group Updates**

- Set up SW Water Research Task and Finish Group
- Set up Fusion Task and Finish Group

**9. O+S Annual Work Programme**

**7 - 8**

# Agenda Item 2

At a Meeting of the **OVERVIEW & SCRUTINY COMMITTEE** held at the Council Chamber, Council Offices, Kilworthy Park, Drake Road, **TAVISTOCK** on **TUESDAY** the **25th** day of **July 2023** at **2:00 pm**.

**Present:**

Cllr P Kimber – Chairman  
Cllr A Johnson – Vice-Chairman

Cllr M Calder	Cllr P Vachon
Cllr M Casbolt	Cllr N Viney
Cllr J Elliott	Cllr S Wakeham
Cllr T Southcott	Cllr C West
Cllr P Squire	

Director of Customer Service and Delivery  
Director of Strategy and Governance  
Assistant Director of Strategy and Governance  
Democratic Services Specialist

**Also in Attendance:** Cllr M Ewings (Leader) Cllr L Daniel, Cllr C Edmonds and Cllr M Renders (Deputy Leader) Cllr I Saxby and Cllr C Mott (Via MS Teams)

**\*O&S 1/23 APOLOGIES FOR ABSENCE**

Apologies for absence for this meeting were received from Cllrs S Guthrie and U Mann.

**\*O&S 2/23 CONFIRMATION OF MINUTES**

The minutes of the Meeting of the Overview and Scrutiny Committee held on 21 March 2023 were confirmed as a true and correct record.

**\*O&S 3/23 DECLARATIONS OF INTEREST**

Members and officers were invited to declare any interests in the items of business to be considered during the course of this meeting but there were none made.

**\*O&S 4/23 PUBLIC FORUM**

The Chairman confirmed that no formal requests had been received in accordance with the Overview and Scrutiny Procedure Rules.

**\*O&S 5/23 THE OVERVIEW AND SCRUTINY FUNCTION**

The Leader of the Council (and previous Committee Chair), Cllr Ewings gave an introduction as to how the Overview and Scrutiny Committee functioned.

The Director of Customer Service and Delivery proceeded to take Committee Members through the functions of the Committee and explained how Members could ask for items to be discussed on their future work programme. He stated that the Committee focused its scrutiny on Lead Hub Committee Members and not lead Officers. He discussed the value of Tasks and Finish Groups being established and suggested that looking at two items and ideally no more than three at each Committee meeting would provide the time for a good debate on each item.

In addition, the Lead Hub Committee Member for Resources explained how the Hub Advisory Groups worked and the important forum that these provided for all Members to consider matters in-depth.

**\*O&S 6/23 PERFORMANCE UPDATE TO JUNE 2023**

The Lead Hub Member presented the report to the Committee. In regard to enforcement cases, a triage system would be in place with better communication to the complainant. The Director of Strategy and Governance stressed the strain on the legal team given the ongoing recruitment and retention challenges being experienced in that team. In an attempt to mitigate these challenges, a recruitment process for five lawyers was currently taking place.

In discussing the housing figures, a question was asked on whether Ukrainian families where hosts were no longer able to house them were able to find accommodation in the Borough. The response was that some families had been able to acquire their own rental properties but also the Council was looking to acquire housing through the Local Authority Housing Fund. There were five of these properties in West Devon and a report would be presented to a future Hub Committee meeting on this subject area.

A Member asked if applications for Temporary Event Notice licenses could be sent to local Ward Members if they had been granted.

In reply to specific questions on housing benefits and changes of circumstances, it was confirmed that a Member briefing on housing benefits was scheduled for September that would provide an opportunity for such detailed issues to be raised with the relevant officers being in attendance.

In discussion over waste figures, the introduction of the deposit return scheme within the next year should see a reduction in waste being generated at source.

It was then:

## **RESOLVED**

That the Committee note:

1. the key service performance of the Council (as set out in Appendix A to the published agenda report); and
2. the intention to provide more regular updates on Key Performance Indicators to the Committee to ensure more timely reporting of data.

### **\*O&S 7/23 ANNUAL WORK PROGRAMME**

The Committee discussed potential work topics that it would like to include on its Work Programme.

- Antisocial behaviour and developing and enhancing youth programmes;
- South West Water - Water pollution and sewerage discharge into rivers;
- Devon County Council - Transport routes and potholes;
- Waste and recycling collections;
- Housing Statistics for temporary accommodation and Homes for Ukraine;
- Fusion Leisure; and
- Wildlife wardens

It was noted that there were some established platform routes already in place for some potential items to be considered (e.g. via the Hub Advisory Groups and established local Community Groups).

(The meeting terminated at 4.05 pm)

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Chairman

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## **PUBLIC FORUM PROCEDURES**

### **(a) General**

Members of the public may raise issues and ask questions at meetings of the Overview and Scrutiny Committee. This session will last for up to fifteen minutes at the beginning of each meeting, with any individual speaker having a maximum of three minutes to address the Committee.

### **(b) Notice of Questions**

An issue or question may only be raised by a member of the public provided that they have given written notice (which may be by electronic mail) to Darryl White ([darryl.white@swdevon.gov.uk](mailto:darryl.white@swdevon.gov.uk)) by 5.00pm on the Thursday, prior to the relevant meeting.

### **(c) Scope of Questions**

An issue may be rejected by the Monitoring Officer if:

- it relates to a matter within the functions of the Planning and Licensing Committee;
- it is not about a matter for which the local authority has a responsibility or which affects the district;
- it is offensive, frivolous or defamatory;
- it is substantially the same as a question which has previously been put in the past six months; or
- it requires the disclosure of confidential or exempt information.

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## OVERVIEW AND SCRUTINY COMMITTEE

### INITIAL DRAFT ANNUAL WORK PROGRAMME PROPOSALS – 2023/24

Date of Meeting	Report	Lead Exec Member/Officer
16 January 2024	Draft budget 24/25	Cllr Edmonds / Lisa Buckle
	SW Water (Quality of River and Beach water)	Confirmed
	Performance Report – July to November 2023	Cllr Edmonds / Neil Hawke
	Task and Finish Group Updates <i>(if any)</i>	
	O+S Annual Work Programme	Democratic Services
13 February 2024	Fusion	Cllr Leech / Jon Parkinson
Page 7	LiveWest	Cllr Renders / Issy Blake
	Quarter 3 – KPIs	Cllr Edmonds / Neil Hawke
	Task and Finish Group Updates <i>(if any)</i>	
	O+S Annual Work Programme	Democratic Services
23 April 2024	Waste and Recycling performance	Cllr Daniel / Sarah Moody
	Community Safety Partnership – Antisocial Behaviour	
	Devon County Council – Transport routes and road maintenance	
<i>To be scheduled</i>	Dartmoor National Park	
	Enhancing Youth Programmes	
	Citizens Advice	
	Community Voluntary Services	
	Environment Agency	
	Wildlife wardens	
	Devon Building Control	

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