

# Public Document Pack



West Devon  
Borough  
Council

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Dear Councillor

## WEST DEVON COUNCIL - TUESDAY, 27TH JUNE, 2023

I refer to the agenda for the above meeting and attach papers in connection with the following item(s).

### Agenda No    Item

7.        **Appointment of Members to the Committees of the Council (Pages 1 - 2)**

To receive the appointments from the Political Groups of the Members they have selected to serve on the Committees. To appoint (if any) the requisite number of Members from the Members of the Council who, at the date of this meeting, are not members of a Political Group

8.        **Appointment of Chairman and Vice-Chairman of those Committees of the Council (Pages 3 - 4)**

To appoint the Chairman and Vice-Chairman to the Committees of the Council for the ensuing year

9.        **Appointment of Representatives on Outside Bodies (Pages 5 - 6)**

To appoint representatives to the list of Outside Bodies for the ensuing year

10.       **Appointment of Governance Boards (Pages 7 - 8)**

To appoint representatives to the list of Governance Boards for the ensuing year

11. **Appointment of Hub Advisory Groups (Pages 9 - 16)**

To appoint representatives to the list of Hub Advisory Groups

Yours sincerely

Darryl White  
Democratic Services Manager

Encs

# Agenda Item 7

## Members of the Bodies of the Council for 2023 / 24 – ITEM 7

### A. Audit & Governance Committee (7 Members)

Cllr K Ball  
Cllr A Bridgewater  
Cllr R Cheadle  
Cllr G Dexter  
Cllr R Oxborough  
Cllr D Sellis  
Cllr L Watts

### E. Overview and Scrutiny Committee (15 Members)

Cllr A Blackman  
Cllr M Calder  
Cllr M Casbolt  
Cllr G Dexter  
Cllr J Elliott  
Cllr A Johnson  
Cllr P Kimber  
Cllr R Oxborough  
Cllr I Saxby  
Cllr T Southcott  
Cllr P Squire  
Cllr P Vachon  
Cllr N Viney  
Cllr S Wakeham  
Cllr C West

### B. Dartmoor National Park (2 Members)

Cllr C Mott  
Cllr M Renders

### F. DM and Licensing Committee (10 Members)

Cllr R Cheadle  
Cllr A Cunningham  
Cllr S Guthrie  
Cllr N Jory  
Cllr T Leech  
Cllr U Mann  
Cllr J Moody  
Cllr C Mott  
Cllr T Southcott  
Cllr S Wakeham

### C. Hub Committee (+ portfolio area) (9 Members)

Cllr A Bridgewater (Communities)  
Cllr C Edmonds (Resources)  
Cllr L Daniel (Natural Environment)  
Cllr M Ewings (Leader)  
Cllr N Jory (Economy)  
Cllr A Leech (Leisure, Health & Wellbeing)  
Cllr J Moody (Communications & Accessibility)  
Cllr C Mott (Built Environment)  
Cllr M Renders (Deputy Leader – Housing)

#### DM&L Substitutes:

Cllr A Blackman  
Cllr A Bridgewater  
Cllr G Dexter  
Cllr M Ewings  
Cllr P Kimber  
Cllr M Renders

### D. Regeneration and Investment Committee (3 Members)

Cllr C Edmonds  
Cllr R Oxborough  
Cllr I Saxby

**G. Council Tax Setting Committee  
(4 Members)**

Cllr L Daniel  
Cllr M Ewings  
Cllr N Jory  
Cllr M Renders

**Substitute Member(s):**  
Cllr C Edmonds

## Nominations for Chairman and Vice Chairman of Council Bodies for 2023/2024 – ITEM 8

### **A Audit & Governance Committee**

Cllr G Dexter – Chairman

Cllr K Ball OR R Oxborough – Vice Chairman

### **B Development Management and Licensing Committee**

Cllr R Cheadle – Chairman

Cllr T Southcott – Vice-Chairman

### **C Hub Committee**

*Cllr M Ewings – Chairman (\*\*appointment made at Council Meeting held on 30 May 2023\*\*)*

*Cllr M Renders – Vice-Chairman (\*\*appointment made at Council Meeting held on 30 May 2023\*\*)*

### **D Overview and Scrutiny Committee**

Cllr P Kimber – Chairman

Cllr A Johnson – Vice-Chairman

### **E Regeneration and Investment Committee**

Cllr C Edmonds – Chairman

### **F Council Tax Setting Committee**

Cllr L Daniel – Chairman

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## REPRESENTATIVES ON OUTSIDE BODIES: 2023/24 – ITEM 9

1. **Cornwall and West Devon Mining Landscape World Heritage Site Partnership**  
Cllr C Mott (one rep)
2. **Dartmoor National Park – Joint Advisory Committee on Housing**  
Cllrs K Ball **AND / OR** J Elliott **AND / OR** M Renders (two reps)
3. **Devon Audit Partnership Committee**  
Cllrs K Ball **AND / OR** G Dexter **AND / OR** R Oxborough (two reps)
4. **Devon Authorities Strategic Waste Committee**  
Cllr L Daniel (one rep)
5. **Devon County Locality Committee**  
Cllrs A Bridgewater and A Johnson (two reps)
6. **Devon Districts Forum**  
Leader of Council (one rep)
7. **Devon Rail Forum**  
Cllr K Ball (one rep)
8. **District Councils' Network**  
Leader of Council (one rep)
9. **Heart of the South West Devolution - Joint Committee**  
Leader of Council (Substitute Member: Deputy Leader of Council) (one rep, one sub)
10. **Highways and Traffic Orders Committee**  
Cllrs A Johnson and T Southcott (two reps)
11. **Local Action for Greater Dartmoor (LEAF)**  
Cllr J Elliott (one rep)
12. **Local Government Association**
  - (i) District Council Network – Leader of Council (one rep)
  - (ii) General Assembly – Leader of Council (one rep)
  - (ii) South West Branch – Leader of Council (one rep)
13. **Okehampton Rail Forum**  
Cllr G Dexter (one rep)
14. **PATROL Adjudication Joint Committee**  
Cllr A Bridgewater (one rep)
15. **Police and Crime Commissioners Scrutiny Panel**  
Cllr M Ewings (one rep)
16. **South Devon and Dartmoor Community Safety Partnership**  
Cllr M Ewings (one rep)
17. **South West Councils**  
Leader of Council (one rep)

- 18. SPARSE Rural**  
Cllr S Guthrie **OR** P Kimber (one rep)
- 19. Tamar Estuary Consultative Forum**  
Cllr A Blackman (one rep)
- 20. Tamar Valley AONB Partnership Committee**  
Cllr I Saxby (one rep)
- 21. Tavistock College Endowment Fund Trustees**  
Cllr A Bridgewater (one rep)
- 22. Tavistock Rail Group**  
Cllr J Moody (one rep)
- 23. Tavistock Townscape Heritage Partnership**  
Cllr J Moody (one rep)
- 24. UNESCO Biosphere Reserve Partnership**  
Cllr P Kimber **OR** Cllr N Viney (one rep)



## Appointment of Governance Boards / Panels: 2023/24 ITEM 10

- (a) Devon Building Control Partnership**  
Cllr R Cheadle  
Cllr T Southcott
- (b) Discretionary Business Rates and Rate Relief Panel**  
Leader of Council  
Chairman of Overview and Scrutiny Committee  
Mayor of Council  
Lead Hub Committee Member for Economy
- (c) Joint WD/SH/Plymouth Local Plan Steering Group**  
Cllr R Cheadle  
Cllr C Mott
- (d) Tamar Valley AONB Partnership Committee**  
Cllr I Saxby
- (e) Waste Working Group**  
Leader of Council  
Deputy Leader of Council  
Lead Hub Committee Member for Natural Environment  
Leader of the Opposition Group  
Chairman of the Overview & Scrutiny Committee  
Vice-Chairman of the Overview & Scrutiny Committee

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## Hub Advisory Groups: Terms of Reference

### 1. Background

The Council is to establish 8 Hub Advisory Groups that will focus on the following 'A Plan for West Devon' thematic areas:

- **Resources:**  
*(Financial Planning and Accounts; Council Tax; IT systems (including performance management reporting); Commissioning; Internal Audit; Invest to Earn; Human Resources; and General Data Protection Regulations GDPR).*
- **Economy:**  
*(Links with businesses; links with farming; Grants; Devon Recovery Plan; Town Centre support; Broadband; Assets; Commercial Property; and Business Rates).*
- **People and Communities:**  
*(Localities Service; Links with Community Groups and Police; Community Grants; Car Parks; Parks; Gardens and Play Spaces; Events; and Dogs).*
- **Housing and Benefits:**  
*(Community Housing; Affordable Housing; Housing Benefits; Links with Housing Associations; Homelessness; Housing Advice; Housing Grants and Loans)*
- **Public Health and Wellbeing:**  
*(Leisure Centres; Environmental Health Service Delivery; Local Track and Trace; Pest Control, Food Hygiene; Links to NHS and surgeries)*
- **Natural Environment:**  
*(Joint Local Plan (Natural Environment); Links with Dartmoor National Park and Tamar Valley AONB; Waste and Recycling Collection Contract; Fly tipping; Climate Change and Biodiversity Strategy and Action Plan; Active Travel; and Trees)*
- **Built Environment and Planning:**  
*(Joint Local Plan (Built Environment); Placemaking; Planning; Neighbourhood Planning; Street Naming; Licensing and Enforcement; Heritage; Links with World Heritage Site; and Land Charges and Searches)*
- **Communications and Accessibility:**  
*(Internal and External Communications; Call Centre; Public Relations; Council Website; Accessibility to Services; and Freedom of Information)*

## 2. Membership

Each Advisory Group will be chaired by the relevant lead Hub Committee Member and supported by the relevant senior responsible lead officer.

Whilst a decision for Council, it is envisaged that Member appointments to Outside Bodies; Governance Boards and Panels that relate to a specific thematic area will generally be made from within the membership of the relevant Advisory Group.

## 3. Role and Function

The primary role and function of each Advisory Group will be to:

- advise and support the lead Hub Committee Member with the **delivery** of targets within the adopted 'A Plan for West Devon (3 year focus)'; and
- **look forward and horizon scan** in order to identify future issues and challenges that relate to the thematic area, generate new ideas and solutions and to plan ahead over the longer-term (for the plan period to 2043).

## 4. Out of Scope

The following are out of the scope of each Advisory Group:

- the delivery of targets relating to other thematic areas within the adopted 'A Plan for West Devon';
- consideration of any Task and Finish Group Review that has arisen through the Overview and Scrutiny function; and
- any regulatory matters (e.g. specific planning and/or licensing applications).

## 5. Governance Arrangements

Each Advisory Group has no formal decision-making powers and is accountable to the Hub Committee.

The Hub Committee will receive regular progress updates from each Advisory Group.

Appointments will be made by Council and reviewed annually.

On occasions where a vote is required, the Chairman (lead Member) will be entitled to a second (casting) vote.

There will be no provision for Substitute Members and only those appointed Advisory Group Members will be entitled to vote.

## 6. Meeting and Working Practices

Each Advisory Group will meet up to three times in a Municipal Year and meetings will be held remotely (over Teams), with dates being set with the agreement of the Group Chairman.

Any Member of the Council may attend a meeting of an Advisory Group and, at the discretion of the Chairman, may take part in the deliberations.

Meetings will not be open to the public and will not be live streamed.

Meetings will be scheduled to align with the formal reporting timetable to meetings of the Hub Committee and/or Full Council.

Following a meeting, brief action notes will be produced to a common format.

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## **Hub Advisory Group Nominations 2023/24 – ITEM 11**

### **(a) Built Environment**

Cllr C Mott (Hub lead and Group Chair)

Cllr A Blackman

Cllr R Cheadle

Cllr M Renders

Cllr T Southcott

### **(b) Communications & Accessibility**

Cllr J Moody (Hub lead and Group Chair)

Cllr R Cheadle

Cllr M Ewings

Cllr N Jory

Cllr P Kimber

### **(c) Economy**

Cllr N Jory (Hub lead and Group Chair)

Cllr M Casbolt

Cllr C Edmonds

Cllr J Elliott

Cllr R Oxborough

Cllr I Saxby

Cllr P Vachon

**(d) Housing**

Cllr M Renders (Hub lead and Group Chair)

Cllr A Blackman

Cllr A Cunningham

Cllr G Dexter

Cllr M Ewings

Cllr S Guthrie

Cllr T Leech

Cllr D Sellis

**(e) Leisure & Wellbeing**

Cllr T Leech (Hub lead and Group Chair)

Cllr M Calder

Cllr M Renders

Cllr P Squire

Cllr S Wakeham

Cllr L Watts

**(f) Natural Environment**

Cllr L Daniel (Hub lead and Group Chair)

Cllr S Guthrie

Cllr C Mott

Cllr I Saxby

Cllr T Southcott

Cllr P Vachon

Cllr N Viney

Cllr S Wakeham



**(g) People & Community**

Cllr A Bridgewater (Hub lead and Group Chair)

Cllr K Ball

Cllr A Cunningham

Cllr J Elliott

Cllr P Kimber

Cllr A Johnson

Cllr J Moody

Cllr P Squire

**(h) Resources**

Cllr C Edmonds (Hub lead and Group Chair)

Cllr K Ball

Cllr G Dexter

Cllr J Elliott

Cllr A Johnson

Cllr R Oxborough

Cllr L Watts

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