

At a Meeting of the **HUB COMMITTEE** held at the Council Chamber, Council Offices, Kilworthy Park, Drake Road, **TAVISTOCK** on **TUESDAY** the **5th** day of **NOVEMBER 2019** at **2.00 pm**

Present: Cllr N Jory – Chairman
Cllr L Samuel – Vice Chairman

Cllr R Cheadle	Cllr C Edmonds
Cllr A F Leech	Cllr J B Moody
Cllr C Mott	Cllr T G Pearce
Cllr D K A Sellis	

In attendance: Chief Executive
Deputy Chief Executive
Section 151 Officer
Strategic Planning Manager (Joint Local Plan)
Housing Specialist
Commissioning Manager
Assets Senior Specialist
Specialist Democratic Services

Other Members in attendance:

Cllrs P Crozier; M Ewings; N Heyworth; S Hipse; C Kemp; P Kimber; D Moyse; R Musgrave; B Ratcliffe; M Renders; T Southcott; J Spettigue

***HC 42 DECLARATIONS OF INTEREST**

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

***HC 43 MINUTES**

The Minutes of the Hub Committee meeting held on 10 September 2019 were confirmed and signed by the Chairman as a correct record.

***HC 44 HUB COMMITTEE FORWARD PLAN**

Members were presented with the Hub Committee Forward Plan setting out items on the agenda for Hub Committee meetings for the next four months.

The contents of the Forward Plan were agreed.

HC 45 BUDGET UPDATE REPORT 2020/21 TO 2024/25

Members were presented with a report that set out the current forecasted budget gap for 2020/21, and the further gap for 2021/22, and up until 2024/25. Changes to the Medium Term Financial Strategy since it was approved in September 2019 were set out within the report.

The Leader introduced the report, and the Leader and s151 Officer responded to questions of clarity.

Members had a detailed debate on the third recommendation of the report, which sought authority to withdraw 100% Council Tax Support Grant from Town and Parish Councils with effect from 1 April 2020. Some Members felt it would better serve Town and Parish Councils to stagger the withdrawal of the Council Tax Support Grant, particularly in light of the consultation responses received. However, other Members noted that to delay the withdrawal could adversely impact Town and Parish Councils, particularly if a council tax referendum limit on raising precept levels for Town and Parish Councils was introduced by Central Government in 2021/22. On balance, the Committee agreed with the recommendation as set out in the presented report.

It was then **RESOLVED** that:

1. the forecast budget gap for 2020/21 of £225,084 and the position for future years be noted;
2. the current options identified and timescales for closing the budget gap in 2020/21 and in future years, to achieve long term financial stability, be noted;
3. the results of the consultation exercise with Town and Parish Councils on the Council Tax Support Grant (set out in presented Appendix C) be considered, and Council be **RECOMMENDED** to withdraw the Council Tax Support Grant from Town and Parish Councils with effect from 1 April 2020 by 100% as part of the budget process; and
4. the revised Terms of Reference for the Financial Stability Review Group be agreed.

***HC 46**

PLYMOUTH AND SOUTH WEST DEVON SUPPLEMENTARY PLANNING DOCUMENTS

Members were presented with a report that sought approval to publish the Supplementary Planning Documents (SPD) for public consultation. The purpose of the SPD was to add further detail and guidance to the policies in the adopted Joint Local Plan (JLP). The SPD would be a material consideration when making decisions on planning applications in the JLP area.

The Lead Member for Environment introduced the report. The Strategic Planning Manager confirmed that the SPD was guidance to support the Plymouth and South West Devon Joint Local Plan, and not policy. In respect of the weight to be afforded to the SPD, he advised that it should be very little, at least until after the consultation had been completed.

It was then **RESOLVED** that:

1. Publication for consultation purposes, of the Plymouth and South West Devon Supplementary Planning Document and its two companion documents, the Developer Contribution Evidence Base and the Traditional Farm Buildings: Their adaptation and re-use (Barn Guide), be approved; and
2. Authority be delegated to the Director of Place and Enterprise, in consultation with the Leader and Lead member for Environment, to make presentational and minor amendments to the SPD for consultation.

***HC 47 STATEMENT OF COMMUNITY INVOLVEMENT**

Members were presented with a report that sought approval to consult on the draft Statement of Community Involvement (SCI). Approval had been granted by Plymouth City Council, and South Hams District Council. The purpose of the SCI was to establish protocol, process and objectives associated with consultations on planning matters. It met a statutory requirement of the Planning Regulations 2019.

The Lead Member for Environment introduced the report.

There being no debate, it was then **RESOLVED** that:

1. Publication of the Statement of Community Involvement, for consultation purposes, be approved; and
2. Authority be delegated to the Director Place and Enterprise, in consultation with the Leader and Lead Member for Environment to make presentational and minor amendments to the SPD prior to consultation.

HC 48 COUNCIL TAX REDUCTION SCHEME 2020/21

Members were presented with a report that set out the annual requirement for Councils to revisit their existing council tax support schemes and make a decision as to whether to replace or revise them.

The Lead Member for Health and Wellbeing introduced the report. A number of Members stated how pleased they were with how the scheme had worked and that officers should be congratulated.

It was then **RESOLVED** that Council be **RECOMMENDED** to continue with the existing Council Tax Reduction Scheme for 2020/21 with no changes.

***HC 49 ACCESS TO SERVICES – A BOROUGH WIDE REVIEW**

Members were presented with a report that provided a set of recommendations to support access to Council services throughout the Borough through a range of different channels, namely web, telephone, face to face contact and through partner agencies.

The Lead Member for Customer First introduced the report. He and the Commissioning Manager responded to a number of detailed questions of clarity. The Chief Executive concluded the questions by reminding Members that the issue for the Council to consider was to look at the most appropriate way for people to access the Council services.

It was then **RESOLVED** that:

1. Promotion of online services for those able to self-serve be increased;
2. Support to those most in need with home visits be continued;
3. Partnership working be continued;
4. Assisted self-service at the Council's Tavistock Reception be developed;
5. Coverage of the Council outreach be refocused and extended borough wide; and
6. The effectiveness of the above be reviewed by the Hub Committee within six months of their implementation.

***HC 50**

PARTNERSHIP FUNDING

Members were presented with a report that provided feedback from each of the partners the Council currently funds.

The Lead Member for Communities introduced the report. He and the Commissioning Manager responded to questions of clarity. Members had a full debate on this item, and it was confirmed in response to questions that the funding would be awarded to partners for a three year term, would be subject to a legally binding agreement and would be reviewed by officers annually to ensure efficient and effective service delivery and any changes of circumstance that might affect the arrangement. The majority of Members agreed that the partners should each be awarded the amount of funding set out in their Partnership Funding Submission Forms, (taking account of the South West Youth Games – Planet Earth Games who advised that funding was no longer required). It was suggested that the South West Youth Games funding could be used to support other service provision for example funding to Tavistock Area Support Services should a project be forthcoming.

It was then **RESOLVED** that:

1. The feedback given by each partner had been considered and evaluated based on local need, alignment to the Council's Corporate Strategy and statutory duty;
2. The following partners be awarded funding as follows for the next three years:-
 - Citizens Advice Torridge, North, Mid and West Devon - £32,900
 - West Devon Community and Voluntary Services (CVS) - £5,100
 - Junior Life Skills - £2,510
 - Okehampton Community Recreation Association (OCRA) - £1,333
 - Okehampton & District Community Transport Group - £6,533
 - Tavistock Ring & Ride - £6,533, provided a service still continues
 - Young Devon - £2,500
 - Heart of the South West Local Enterprise Partnership (LEP) - £5,000
 - Tamar Estuaries Consultative Forum - £4,624 + 2.75%
 - Tamar Valley Area of Outstanding Natural Beauty - £8,835
 - Cornwall & West Devon Mining Landscape World Heritage Site Partnership Board (WHS) - £4,000; and
3. No alternative or additional commissioning opportunities be made available at this stage.

***HC 51**

KILWORTHY PARK STRATEGIC ACCOMMODATION REVIEW

Members were presented with a report that updated them on the findings of the Accommodation Working Group in considering future plans for Kilworthy Park.

The Leader introduced the report. The Leader and Senior Specialist Assets responded to questions of clarity and pointed out that remaining at Kilworthy did represent value for money, particularly when compared with the cost of moving accommodation. Tenants would continue to be sought for the appropriate parts of the building, which would further improve the value for money for the Council. In addition, the Leader advised that the Group had requested a review of the annual amount paid to South Hams District Council for the cost of shared service provision.

It was then **RESOLVED** that:

1. The proposals from the Accommodation Working Group (AWG) for the Council to remain at Kilworthy Park, noting that at the current time the Council's occupation of the property represents good value for money, be approved; and
2. The options presented to the Accommodation Working Group and outlined in section 3 of the report be reviewed and the findings and recommendations agreed;
3. that a review be undertaken of the annual amount paid by the Council to South Hams District Council, for the cost of the shared service provision and the far greater footprint used at Follaton House for the provision of some frontline services (call centre) and all back office functions.

***HC 52 LEAD MEMBER UPDATE**

Cllr Mott (Lead Member for Environment) had circulated a paper in advance of the meeting and confirmed that it would be circulated to all Members in due course.

(The meeting terminated at 4.15 pm)

Chairman

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF MINUTES HC 45 PART 3, AND HC 48, WHICH ARE RECOMMENDATIONS TO THE FULL COUNCIL MEETING ON 17 DECEMBER 2019, WILL BECOME EFFECTIVE FROM WEDNESDAY 13 NOVEMBER 2019 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).