



Public Document Pack

North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

POLICY DEVELOPMENT COMMITTEE

A meeting of the Policy Development Committee will be held in the Barum Room - Brynsworthy on **MONDAY, 13TH JANUARY, 2025 at 6.30 pm.**

(NOTE: A location plan for the Brynsworthy Environment Centre is attached to the agenda front pages. For meetings held at Brynsworthy only, you can join the meeting virtually via Microsoft Teams. There are also limited spaces to attend the meeting in person. Please check the Council's website for the latest information regarding the arrangements that are in place and the requirement to book a place 2 working days prior to the meeting. Taking part in meetings (northdevon.gov.uk)

Members of the Policy Development Committee.

Councillor L. Spear (Chair)

Councillors Bishop, Bulled, Bushell, Clayton, Jones, P Leaver, Patrinos, Turton, Wilson, Worden and Williams.

AGENDA

1. Apologies.
2. To approve as a correct record the minutes of the meeting held on 12th December 2024 (attached). (Pages 7 - 12).
3. Items brought forward which in the opinion of the Chair should be considered by the meeting as a matter of urgency.
4. Declarations of Interest.

Please telephone the Corporate and Community Services team to prepare a form for your signature before the meeting. Interests must be re-declared when the item is called. A declaration of interest under the Code of Conduct will be a Disclosable Pecuniary Interest, an Other Registrable Interest or a Non-Registrable Interest. If the item directly relates to your interest you must declare the interest and leave the room for the item, save in the case of Other Registrable Interests or Non-Registrable Interests where you may first speak on the item as a member of the public if provision has been made for the public to speak. If the matter does not directly relate to your interest but still affects it then you must consider whether you are affected to a greater extent than most people and whether a reasonable person would consider your judgement to be clouded, if you are then you must leave the room for the item (although you may speak as a member of the public if

provision has been made for the public to speak) or, if you are not, then you can declare the interest but still take part).

5. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information).

PART 'A'

INTERNAL ITEMS

6. **Service Plans - Annual Reporting.** (Pages 13 - 22)

For discussion (attached), please see services listed below:

- Building Control
- Customer Focus
- Environmental Enhancement
- Environmental Health and Housing
- Governance
- Organisational Development
- Place, Property and Regeneration.

Please note that the following Heads of Service have been invited to attend the meeting:

- Director of Resources and Deputy Chief Executive.
- Head of Governance.
- Head of Organisational Development.
- Head of Programme Management and Performance.

7. **North Devon Council (Off Street Parking Places) Order 2025. Report by the Car Parks Manager.**

(to follow).

8. **Work programme 2024/25.** (Pages 23 - 24)

To consider the work programme (attached).

9. **PART 'B' (CONFIDENTIAL RESTRICTED INFORMATION)**

Nil.

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

3.01.25



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. Members of the public that attend meetings must be aware that these meetings are open to the public and so therefore both individuals and the Council itself have the right to record the meeting. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chair of the meeting will make sure any request not to be filmed is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chair of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person recording should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be filmed. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be filmed must advise the Chair at the earliest opportunity to allow them to be directed to an area in the room where they will not be caught on camera. Subject to paragraphs 1, 2 and 3 above, audio recordings shall be permitted at all times during public meetings.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email memberservices@northdevon.gov.uk or the Communications Team on **01271 388278**, email communications@northdevon.gov.uk.

North Devon Council offices at Brynsworthy, the full address is:
Brynsworthy Environment Centre (BEC), Roundswell,
Barnstaple, Devon, EX31 3NP.

Sat Nav postcode is EX31 3NS.

At the Roundswell roundabout take the exit onto the B3232, after about ½ mile take the first right, BEC is about ½ a mile on the right.

Drive into the site, visitors parking is in front of the main building on the left hand side.

On arrival at the main entrance, please dial 8253 for Corporate and Community Services.

All public meetings held at Brynsworthy Environment Centre are held on the ground floor and are accessible through the main entrance to the building or via a ramp located adjacent to the main entrance



This page is intentionally left blank

NORTH DEVON COUNCIL

Minutes of a meeting of Policy Development Committee held at Barum Room - Brynsworthy on Thursday, 12th December, 2024 at 6.30 pm

PRESENT: Members:

Councillor Patrinos (Chair)

Councillors Bishop, Clayton, Jones, Wilson and Worden

Officers:

Chief Executive

47. APOLOGIES

Apologies for absence were received from Councillors Bulled, Bushell, P. Leaver, Spear, Turton and Williams

48. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 7TH NOVEMBER 2024 (ATTACHED).

RESOLVED that the minutes of the meeting held on 7 November 2024 (circulated previously) be approved as a correct record and signed by the Chair.

49. ITEMS BROUGHT FORWARD WHICH IN THE OPINION OF THE CHAIR SHOULD BE CONSIDERED BY THE MEETING AS A MATTER OF URGENCY.

There were no items brought forward which in the opinion of the Chair should be considered by the meeting as a matter of urgency.

50. DECLARATIONS OF INTEREST.

There were no declarations of interest received.

51. LOCAL WORK OF CITIZENS ADVICE.

The Chair advised the Committee that unfortunately Vicki Rowe, Chief Executive Officer, Citizens Advice was unable to attend the meeting of the Committee due to an accident within the family and would be invited to attend a future meeting.

52. ONE NORTHERN DEVON. PRESENTATION OUTLINING THE WORK THAT THE PARTNERSHIP IS DOING TO TACKLE HEALTH INEQUALITIES.

The Chair welcomed Andrea Beacham, Senior Programme Manager for Health Inequalities, One Northern Devon to the meeting and advised that the purpose of the presentation was for the Committee to gain an understanding of the work that One

Northern Devon were undertaking in relation to health inequalities and to then consider which particular areas that the Committee wished to focus on.

The Committee received a presentation by Andrea Beacham, Senior Programme Manager for Health Inequalities, One Northern Devon who highlighted the following:

- The make-up of the One Northern Devon (OND) Board which consisted of representatives from Health and Social Care, Local Authorities, Emergency Services, Not-for-profit organisations, Business and Education.
- Structure of the OND Local Care Partnership Board and OND Local Care Partnership Programme Group and how these connected with other Devon Partnerships and at the locality level.
- One Community Partnerships in Northern Devon. Following North Devon Voluntary Service and TTVS successful Lottery bid for community developers, three posts had been created in relation to health inclusion, youth work and rural work, which had now been successfully filled.
- OND vision, aim and objectives.
- Outcomes of the Chief Medical Officer's Annual Report 2021 in relation to Health in Coastal Communities.
- Northern Local Care Partnership's selected data. This data did highlight the huge disparities within areas of Northern Devon.
- The four main dimensions of health inequalities, which included: socio-economic deprivation, inclusion health and vulnerable groups, protected characteristics and geography.
- Health improvement had slowed due to multiple factors including cohort effects, economic, changing disease patterns and climate emergency (heat, pollution, ecosystem).
- Devon Inequalities gap (Public Health Devon data) and worse outcomes in relation to areas of North Devon. Ilfracombe had the worse life expectancy, health life expectancy and long term conditions. Barnstaple had the highest rate for alcohol related admissions to hospital. Ilfracombe had the worse outcome in relation to child poverty.
- Differences within Devon – the North Devon Health Gap.
- Public Health Data on multiple disadvantages and Indices of deprivations domains for the Devon Districts and North Devon. This revealed that the highest levels of deprivation were seen in North Devon and Torridge District Council areas, with North Devon in particular having the highest proportion of the population in the most deprived 20% of areas nationally.
- Public Health Data on deprivation sub-domain comparison between indoor environments with the outdoor environment.
- Public Health Data on barriers to housing/services by Devon Districts. Deprivation was highest in more remote districts with a sparse population and more limited access to services such as North Devon, Torridge and Mid Devon.
- Public Health Data on the scale of poverty in North Devon.
- Public Health Data on social mobility which identified a north/south divide in Devon.
- Public Health Data on how poverty, rurality and health inequalities interface.
- Themes from Public Health Data and engagement,

- Four challenges that OND had opportunities to test interventions in the short-term which included: Poor health outcomes in rural, deprived and coastal communities; large geographical footprint; pockets of high levels of poverty; and poor mental health. She outlined the data, OND approach and projects or programmes for each challenge.
- Definition of Health Inequalities from the World Health Organisation “Concepts and principles for tackling social inequities in health”.
- Seven domains of deprivation which included: income, employment, education, health, crime, barriers to housing and services, and living environment.
- Differences between “Equality” and “Equity”.
- Closing the gap on health inequality in Northern Devon. Following the evaluation of projects and the effects on the population, a new vision had been identified. This included the identification of the problem, solution and a new approach. Partners had been asked to come together to look at as one organisation. She asked whether there was a role for North Devon Council in Closing the Gap beyond the Council’s own services.

It was agreed the powerpoint slides be circulated to Members of the Committee.

The Chief Executive advised the Committee, that for past Government funding, the deprivation statistics for the whole area were looked at rather than the statistics that identified the level of deprivation within smaller parts of the area. This had resulted in the Council being unsuccessful in receiving funding as part of the Levelling Up programme. There was a need for the Government when considering funding and the financial settlement for Local Authorities to take into account the areas of deprivation at a sub-district level. He had spoken with Ian Roome MP in relation to lobbying Government, who had suggested the submission of questions which he could then put to the Minister.

During the presentation, the Committee asked questions. Following questions from the Committee, the Senior Programme Manager for Health Inequalities, OND agreed to provide responses to the following:

- Factors included within the data for preventable deaths.
- Provide a map to identify the areas of Ilfracombe included within the Devon Inequalities gap data.
- The data that was included within the percentage of “involuntarily excluded from employment” and to check the percentage statistic of working age adults involuntarily excluded from employment.
- Provide further details on the Public Health data “highest rates of people killed and seriously injured in road traffic accidents in deprived rural areas”.
- Clarification of the role of the new Rural Community Developer and work being carried out in Lynton and Lynmouth.

RESOLVED that the meeting be adjourned to ascertain the security arrangements for locking of the building.

RESOLVED that the meeting be reconvened at 7.41 p.m.

RESOLVED:

- (a) That the Senior Programme Manager for Health Inequalities, OND be thanked for attending the meeting and providing a presentation;
- (b) That the Health Inequalities and GP Surgeries group be requested to consider the outcomes of the presentation and identify a way forward for the Group.

53. WATER SUMMIT MEETING HELD ON 12TH DECEMBER 2024.

The Chief Executive provided an update to the Committee on the outcomes Water Summit meeting that had been held during the day of 12 December 2024. He advised that a copy of the presentation slides would be circulated to the Committee.

He highlighted the following:

- He had attended the meeting along with Councillors Peter Leaver and Ricky Knight and the Sustainability Officer.
- A meeting of the Devon Districts Forum had met following the Summit.
- Representatives from all Devon District Authorities, Devon County Council, Exeter University, South West Water, Environment Agency, Wildlife Trust and the Rivers Trust had attended.
- The summit had been chaired by Dr. Michael Winter. Presentations had been provided by the Leader of East Devon District Council, Professor David Butler of Exeter University, Clarissa Newell of the Environment Agency, Carolyn Cadman of South West Water and Cat Deeney who was the Head of Environment and Planning of Plymouth City Council.
- Discussions took place in relation to the impact of climate change, agriculture and regulatory activities.
- A meeting of the Devon Local Nature Partnership Board took place after the summit.
- Following the outcome of discussions, it was agreed that the regulatory bodies would come back to the District Councils on their plans in light of the new National Planning Policy Framework and relating to the infrastructure. It was also concluded that South West Water and the Environment Agency needed to become more place based approach.

Councillor Jones provided an update to the Committee in relation to ongoing work being undertaken in relation to water quality. He highlighted the following:

- A meeting had been held with Torridge District Council and it had been agreed to form a joint working group specifically looking at water quality. A visit would be arranged to a sewage treatment works.
- A group was currently being set up to manage and support water testing.
- He had spoken with the Rivers Trust who had advised to apply for funding from South West Water to expedite the Citizens Science Project and the rolling out of water testing in North Devon and Torridge areas.
- Government consultation on Bathing Waters, the deadline for response to the consultation was 23 December 2024. He read out to the Committee suggested wording for a response to the consultation.

RESOLVED that the Chief Executive be delegated power to respond to the Government Consultation on Bathing Waters in consultation with Councillor Jones and that Councillor Jones circulate a copy of the suggested wording to the Committee.

54. WORK PROGRAMME.

RESOLVED that the work programme for 2024/25 (circulated previously) be noted.

Chair

The meeting ended at 7.54 pm

NOTE: These minutes will be confirmed as a correct record at the next meeting of the Committee.

This page is intentionally left blank

Service Plan Actions 2025/26



Code & Title	Detail	Due Date
Building Control		
BC 2022/23 19 Building Control Maintain our quality assurance accreditation through greater understanding and compliance with ISO9001 Quality Assurance System to ensure recording of adequate audit trails is embedded in the service	<p>Internal Audit Submission to LABC submitted to Standards Team on 11/11/2024 by Building Control Manager as no Audit Team in place due to resource frailties. NCRS & OFIS reported to LABC and Senior Management Team. BSI to undertake an external audit in December 2024.</p> <p>Audit Management Team to be formed in New and to consist of BCM, Tech Support TL and Principal Inspector. Audit team to be appointed in the New Year and to consist of Technical Support Officer & a Building Inspector.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 31st March 2025</p>	31-Mar-2025
BC 2024/25 01 Back Office System Changes to Accommodate Building Safety Regulator (BSR) standards	<p>There are some processes which remain outstanding which relate to; sending inspection information to clients after each and every visit; and enforcement.</p> <p>Awaiting IDOX input to allow current system to facilitate.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 31st January 2025</p>	31-Jan-2025
BC 2025/26 01 Automated BSR KPI Reports	IDOX still to release reports to service users and Partnership continues to capture data manually using spreadsheets in the interim.	01-Apr-2025

Customer Focus		
CF 2019/20 04 ICT Investigate Document Retention disposal modules for Core Financial Systems	For Revenues & Benefits the document disposal project has been completed and the team will next work on the case disposal project. Other priorities have meant this has been delayed Agreed Extension of Time 2025/26 Service Plan: 31st July 2025	31-Jul-2025
CF 2022/23 15 Crematorium Investigate alternative cremating technologies to reduce carbon footprint. Long term plan for cremators	Long term project likely to be influenced by new technology (electric cremators and Alkaline Hydrolysis). Earmarked reserves will reach £1,000,000 by target date)	30-Apr-2030
CF 2023/24 01 CS Replace CS emails with Webform	Soft Launch of form within ChatBot implementation. Agreed Extension of Time 2025/26 Service Plan: 31st April 2025 for full implementation.	31-Mar-2025
CF 2024/25 01 Switch replacement	Expected cost = £180k (We've estimated on the high side) We have this allocated in the capital programme	30-Apr-2025
CF 2025/26 01 ICT Back-Ups and recovery	Exploring the alternatives for back-ups and recovery; currently talking with vendors to look at options as well as looking at the possibility of extending some of our arrangements. Indicative costs are approx. £100k per annum for a 3 year contract. PAG required.	31-Oct-2025
CF 2025/26 02 ICT VDI replacement	Originally due for replacement in Jan 25, we are 'sweating' current system for 1 year to Jan 26. Estimated cost of £250k for 5 years. PAG required	31-Jan-2026

CF 2025/26 03 Print Room Replacement	Replacement Print Room MFD contract due July 2025; will explore suppliers for capability / quality. Within current budget	31-Jul-2025
CF 2025/26 04 Revenues & Benefits Explore alternative options	Explore alternative options for both initial payments (pre-reminder) and recovery of Council Tax. Saving on postage will negate any outlay	31-Jul-2025
CF 2025/26 05 Crematorium Improve environment & sustainability	Reserve £1,000 budget to assist better biodiversity in the grounds, nurturing wildlife & reduce the amount of flora we purchase and seek to take our own cuttings and propagate and use plants as alternatives to fencing or walls	31-Mar-2026
CF 2025/26 06 Crematorium Improve Customer Focus	We will (a) implement two 'user forums' a year and use feedback to help us shape our future services and premises, (b) send out an annual survey and use results to help us shape our future services and premise and (c) undertake a review of our bereavement services software, to ensure our processes are streamlined and efficient, allowing us to offer improved service	31-Mar-2026
Environmental Enhancement		
EE 2025/26 Closed Burial Sites	<p>There are currently 5 closed burial sites looked after by the council. Initial memorial testing likely to be around £6k. There will be a list of works required following inspections. i.e staking or lying flat unsafe memorials, cost estimate £5k. There will need to be a rolling programme of testing and maintenance going forward to fulfil our statutory obligations. Estimate £2k per year. This work is beyond the in house resources of the Grounds Maintenance team. In summary:</p> <p>£11k required upfront 2025/26</p> <p>£2k p/a request to be added to base budget</p>	01-Apr-2025

EE 2025/26 02 Improve Recycling Rates	<p>Our Graduate Manager Trainee is currently looking in to how NDC can increase its recycling rate to 55% by 2025 and then by further 5 % increments every 5 years until 2035. She is presenting her findings to the W & R team on December 17th 2024 and is likely to recommend introducing a strict No Side Waste policy going forwards. Other authorities with the best recycling rates have introduced this measure, but have stressed the importance of having W & R advisors in post to work with the public to oversee the transition.</p> <p>Additional 2 posts requested</p>	31-Dec-2025
Environmental Health & Housing		
<p>EH&H 2020/21 03 Housing The devolution of 18+ DCC funding for supported accommodation</p> <p>Page 16</p>	<p>The expiry date for this direct funding from DCC to the support providers is 31March 2025. We are currently working a Devon wide group in to the fair allocation for the funding for LAs cover the impact of this exit. NDC will not be looking to replicate the current arrangements as those vulnerable clients have remained in this house for much longer than was agreed. We will now ensure we understand the make-up of the residents, determine if we have a duty to support and work with them to find appropriate accommodation where possible.</p> <p>As of November 2024 DCC still hadn't served notice on Sanctuary Housing.</p> <p>Our approach provide a clear break whilst we determine what our business model moving forwards may be i.e. just providing the support and not the housing.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 31 March 2025</p>	31-Mar-2025
EH&H 2024/2025 02 Assess the viability of North Devon Council providing leisure water sampling (Pools and Spas) to businesses	The team have made some changes to our existing water sampling arrangements plus focussing on developing the Pest Control Service, Planning Enforcement, Internal Health and Safety and the devolved powers from the DVLA and recruiting into the team.	30-Sep-2025

	Agreed Extension of Time 2025/26 Service Plan: September 2025	
EH&H 2024/2025 03 Partnership project to identify women who are 'hidden homeless' and are at greater risk	We have been working with Encompass looking at the Watering Hole Pub in Barnstaple that may be suitable as a Women's Hub. Their CEx (CF) has been developing a BID, but due to the general election being called this fund pot has paused. We watch this space.	31-Jul-2025
EH&H 2025/26 01 Feasibility of providing Food and Health and Safety Training to external customers	Now that we have increased capacity within the Environmental Health Team, there is capacity to work up training packages and use these as a wider support tool to our business community. There is also an income generation opportunity.	31-Dec-2025
EH&H 2025/26 02 Feasibility of introducing a Trolley Removal Scheme.	Use the powers granted to Councils for managing abandoned shopping and luggage trolleys on public and private land.	31-Jul-2025
Governance		
G 19/20 02 Land Registry takeover of Land Charges for North Devon Area.	Ongoing project meetings with the Land Registry. The LR will be mapping 6,000 planning records during Feb/March 25. On successful completion they will issue us a go live date. (This is a joint project with the Planning Team) Agreed Extension of Time 2025/26 Service Plan 2025/26: Land Registry have proposed a go live date of February 26: 28th February 2026	28-Feb-2026
G 20/21 01 Parish Reviews	Consultation with Town and Parish Councils will take place between Nov 24 and Feb 25. Following that the Terms of Reference for these reviews will go to Full Council in July 2025.	31-Jul-2026

	Agreed Extension of Time 2025/26 Service Plan: 31st July 2026	
G 20/21 03 Continue with Land Registration project and investigating polygon requirements of the council	<p>Barnstaple, Chulmleigh Braunton and Fremington remain outstanding. Chulmleigh and Braunton should not take long to finalise because the Council does not have many assets here. Fremington (which includes parts of Roundswell) is two thirds done. By end June 2025 it is estimated that only Barnstaple will be outstanding but this is where the Council has the largest number of assets of varying complexity. Barnstaple has a 119 packets with 27 done. An officer is being trained to assist the solicitor carrying out this project to increase capacity and to achieve the revised target.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 30th June 2026</p>	30-Jun-2026
Page 18 2023/24 02 Document retention on Civica Financial core systems	<p>General ledger – 3 years have been archived on live system</p> <p>Debtors – Reports are being reviewed on the 3 years' worth of data prior to being archived</p> <p>Creditors – Issue logged with Civica Financials to allow the archiving reports to run.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 30th June 2025</p>	30-Jun-2025
G 2024/25 04 Insurance Process Mapping and Property Insurance Valuations	<p>The Property Team we have revalued all our property assets for insurance purposes. A Consultant has also undertaken an insurance risk assessment of our key properties.</p> <p>We have recently procured a cloud based property management system and are reviewing options to store the insurance values against the assets.</p>	30-Dec-2024

	<p>We have been working with the provider of our insurance Claims Control system to review the forms and workflows as recommended by the mapping exercise.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 30th September 2025</p>	
G 2025/26 01 Develop a local code of governance and review the AGS template in line with CIPFA recommendations & best practice	<p>Governance Committee to approve the new local code for governance and have a user friendly AGS for 25/26</p> <p>Currently we do not have a local governance code, but would be supported by the Chair of Governance and the Independent Member on that Committee</p>	30-Jun-2026
G 2025/26 02 Implementation of the new Procurement Act	Our preparedness is being considered during the Internal Audit review of Procurement in Dec/Jan	31-Mar-2025
Page 9 G 2025/26 03 Review options for effective and efficient sundry debt recovery, including latest system innovations	<p>More efficient debt recovery, including a review of recovery routes & stages, external support and latest system developments.</p> <p>The current mapping of the aged debt process will help support this review</p>	31-Mar-2026
G 2025/26 04 Implement the recommendations of the recent HMRC readiness reviews, carried out by PSTAX for both VAT and employment taxes	Implementation of a Vehicle Use policy, Construction Industry Scheme procedure, updated VAT manual to further improve our tax compliance	31-Dec-2025
G 2025/26 05 Devon County Election	Deliver a successful election	01-May-2025
G 2025/26 06 Elections Act 2022: Postal Vote reapplications	This is the last change of the Elections Act to be implemented	31-Jan-2026
G 2025/26 07 Develop a corporate calendar	Produce a corporate calendar to diarise key corporate events, tasks and deadlines. Links to the new Insite / SharePoint site project	30-Apr-2025

<p>G 22/23 06 Review & register delegated power nominations for each service area</p>	<p>An electronic register for these nominations has been produced and going to SMT for sign off.</p> <p>There have been some delays through reviewing the appropriateness of the delegated powers themselves before tackling the subsequent nominations.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 30th September 2025</p>	<p>30-Sep-2025</p>
<p>Organisational Development</p>		
<p>OD 2025/26 01 Review our current counselling Service</p>	<p>We have used Workout for a number of years and it feels timely to carry out a review, increasingly staff are requesting, more than the previously agreed 6 appointments and many staff are seeking 3rd party assistance</p>	<p>31-Aug-2025</p>
<p>OD 2025/26 02 iTrent joint HR/Payroll system</p>	<p>Onboarding – to improve recruitment experience for candidates, share information prior to start date and personal info will copy across</p> <p>Performance Management – to move paper checkin to iTrent improve efficiency and ability to extract training needs</p> <p>Giving managers increased tools</p> <p>Business Objects to assist with stats/workforce information.</p>	<p>30-Nov-2025</p>
<p>Place, Property & Regeneration</p>		
<p>PP&R 2019/20 04 Place One Public Estate</p>	<p>A meeting is being held with OPE parties on the 17th December in Ilfracombe to consider opportunities in the town. A collaborative approach is being taken.</p> <p>Agreed Extension of Time 2025/26 Service Plan: 31st October 2025.</p>	<p>31-Oct-2025</p>

PP&R 2019/20 09 Place Deliver Ilfracombe Seafront Masterplan	Without Central Gov support, the project team are progressing the delivery of open space through S106 improvements and the delivery of the bus shelter/toilets intervention through the Rural arm of UKSPF.	30-Apr-2029
PP&R 2019/20 10 Regeneration Ilfracombe Housing Infrastructure Fund	The first drawdown has been paid back to NDC. Devonshire Homes are the contracted delivery partner and work has now started on site. A paper went to S&R seeking delegated powers to w/draw from further drawdowns as delivery is happening without it. In discussion with the developer, we have now submitted a request to retain just the community building monies and await Homes England's response – dates can remain as are for the moment	30-Apr-2029
PP&R 2022/23 09 Place Extension to the Harbour Revision Order (HRO) Page 21	Public consultation complete HRO now with MMO awaiting finalisation. We are still awaiting any response from the MMO. Nothing can progress until a response is received. Agreed Extension of Time 2025/26 Service Plan: 31st March 2026 to enable MMO time to complete.	31-Mar-2026
PP&R 2025/26 01 Deliver clusters and associated action plans for the delivery of the Economic Strategy	Clusters and Action Plans to support the delivery of the recently adopted Economic Strategy	30-Jun-2025
PPR&R 2025/26 02 Production of an Asset Management Plan	To drive delivery of the ambitions in the Asset Management Strategy	30-Jun-2025

This page is intentionally left blank

Date of Publication

NORTH DEVON COUNCIL
Policy Development Work Programme
For period January 2025 – March 2025

Committee/Date	Description of Decision	Contact Officer
9th January 2025		
Policy Development Committee	<ul style="list-style-type: none"> • Service plans 2025/26 	
	<ul style="list-style-type: none"> • North Devon Council (Off Street Parking Places) Order 2025 	
13th February 2025		
	<ul style="list-style-type: none"> • Performance and Financial Management Q3 of 2025/26 	
	<ul style="list-style-type: none"> • Review of Fees and Charges 2025-26 	
	<ul style="list-style-type: none"> • Revenue Budget 2025-26, Capital Programme and Medium Term Financial Strategy 2025-26 to 2030-31 	
	<ul style="list-style-type: none"> • Treasury Management Strategy Statement 2025/26 	
	<ul style="list-style-type: none"> • 10 Year Capital Strategy 2025 to 2035 	
20th March 2025		

Committee/Date	Description of Decision	Contact Officer
March 2025 (Special meeting) On a date to be agreed		
	<ul style="list-style-type: none"> Special meeting of the Committee to discuss Transport and infrastructure. 	
Potential items for future consideration by the Committee		