



## **Policy Development and Decision Group (Joint Operations Team)**

**4 September 2017**

**-: Present :-**

Councillor Haddock (Chairman)

Mayor Oliver and Councillors Amil, Excell, King, Mills and Parrott

(Also in attendance: Councillors Darling (S), Ellery and Thomas (D))

---

### **13. Apologies**

Councillor King advised that he had to leave the meeting after item 5 as he had another meeting to attend.

### **14. Minutes**

The Minutes of the meeting of the Policy Development and Decision Group (Joint Operations Team) held on 24 July 2017 were confirmed as a correct record and signed by the Chairman.

### **15. Housing Standards - Civil Penalty Policy, Housing and Planning Act 2017**

The Policy Development and Decision Group (Joint Operations Team) made the following recommendations to the Mayor:

- (i) that the Housing Standards – Civil Penalty Policy, Housing and Planning Act 2017 as set out in Appendix 1 to the submitted report be approved; and
- (ii) that funding for 0.5 FTE of Housing Standards Environmental Health Officer be approved.

The Mayor considered the recommendations of the Policy Development and Decision Group (Joint Operations Team) set out above at the meeting and the record of decision, together with further information is attached to these Minutes.

### **16. Exclusion of Press and Public**

Prior to consideration of the item in Minute 17 the press and public were formally excluded from the meeting on the grounds that the item involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

(Note: prior to consideration of this item Councillor King left the meeting.)

**17. Lease Renewal of Hollacombe Community Centre (CRC) and St Edmunds Centre**

The Policy Development and Decision Group (Joint Operations Team) made the following recommendations to the Mayor:

- (i) that the Torbay and South Devon NHS Foundation Trust be granted a new 2 year excluded lease for the Hollacombe Community Resource Centre (CRC) from 1 December 2017 to include the option to enter into a sub-lease with a Community Interest Company (CIC) and the Executive Head of Business Services and the Assistant Director of Corporate and Business Services be given delegated authority to finalise the detailed lease terms; and
- (ii) that the Torbay and South Devon NHS Foundation Trust be granted a new 10 year lease for the St Edmunds Centre from 1 December 2017, and the Executive Head of Business Services and the Assistant Director of Corporate and Business Services be given delegated authority to finalise the detailed lease terms.

The Mayor considered the recommendations of the Policy Development and Decision Group (Joint Operations Team) set out above at the meeting and the record of decision, together with further information is attached to these Minutes.

---

Chairman

## Record of Decision

### Housing Standards - Civil Penalty Policy, Housing and Planning Act 2017

#### Decision Taker

Mayor on 04 September 2017

#### Decision

- (i) that the Housing Standards – Civil Penalty Policy, Housing and Planning Act 2017 as set out in Appendix 1 to the submitted report be approved; and
- (ii) that funding for 0.5 FTE of Housing Standards Environmental Health Officer be approved.

#### Reason for the Decision

A policy document is required to enable the local authority to issue civil penalties under the new legislation. It also ensures consistency of approach and that protections and safeguarding practices are in place for landlords. It will also enable a robust mechanism within which to defend any challenges that are open to the local authority from landlords, through the means of a tribunal.

To enable effective implementation of the policy, additional resource is required within Housing Standards, the addition of 0.5 FTE will increase the number of inspecting officers from 2.5 FTE to 3 FTE.

#### Implementation

This decision will come into force and may be implemented on Friday, 15 September 2017 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

#### Information

The Housing and Planning Act 2016 introduced a range of measures to crack down on rogue landlords, which comes into operation during 2017, one such measure is the ability to issue civil penalties of up to £30,000 as an alternative to prosecution for certain specified offences. The Housing Standards Civil Penalty Policy details when a civil penalty will be used and sets out a scale of penalty charges.

The Mayor considered the recommendations of the Policy and Development and Decision Group made on 4 September 2017 and his decision is set out above.

#### Alternative Options considered and rejected at the time of the decision

Alternative options were not considered as not adopting the policy would mean that the local authority would not be able to utilise the legal sanctions available to them.

#### Is this a Key Decision?

No

**Does the call-in procedure apply?**

Yes

**Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None.

**Published**

7 September 2017

Signed: \_\_\_\_\_ Date: 7 September 2017

Mayor of Torbay

## Record of Decision

### Lease Renewal of Hollacombe Community Resource Centre and St Edmunds Centre

#### Decision Taker

Mayor on 04 September 2017

#### Decision

- (i) that the Torbay and South Devon NHS Foundation Trust be granted a new 2 year excluded lease for the Hollacombe Community Resource Centre (CRC) from 1 December 2017 to include the option to enter into a sub-lease with a Community Interest Company (CIC) and the Executive Head of Business Services and the Assistant Director of Corporate and Business Services be given delegated authority to finalise the detailed lease terms; and
- (ii) that the Torbay and South Devon NHS Foundation Trust be granted a new 10 year lease for the St Edmunds Centre from 1 December 2017, and the Executive Head of Business Services and the Assistant Director of Corporate and Business Services be given delegated authority to finalise the detailed lease terms.

#### Reason for the Decision

The full reasons were set out in the submitted exempt report. This decision will enable the continuation of service delivery at both St Edmunds Centre and Hollacombe Community Resource Centre.

#### Implementation

This decision will come into force and may be implemented on Friday, 15 September 2017 unless the call-in procedure is triggered (as set out in Standing Orders in relation to Overview and Scrutiny).

#### Information

Members considered an exempt report in respect of proposed lease renewals to the Torbay and South Devon NHS Foundation Trust in respect of the St Edmunds Centre, Torquay and the Hollacombe Community Resource Centre, Paignton to enable continued service delivery.

The Mayor considered the recommendations of the Policy Development and Decision Group made on 4 September 2017 and his decision is set out above.

#### Alternative Options considered and rejected at the time of the decision

Alternative options were not considered as the approach set out in the exempt report was in accordance with the Council's Corporate Asset Management Plan 2015 to 2019.

#### Is this a Key Decision?

No

#### Does the call-in procedure apply?

Yes

**Declarations of interest** (including details of any relevant dispensations issued by the Standards Committee)

None.

**Published**

7 September 2017

Signed: \_\_\_\_\_  
Mayor of Torbay

Date: 7 September 2017