

South Hams Executive



Title:	Agenda
Date:	Thursday, 3rd December, 2020
Time:	10.00 am
Venue:	Via Teams
Full Members:	<p style="text-align: center;">Chairman Cllr Pearce Vice Chairman Cllr Bastone</p> <p><i>Members:</i> Cllr Hopwood Cllr Hawkins Cllr Baldry Cllr May</p>
Interests – Declaration and Restriction on Participation:	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.
Committee administrator:	Democratic.Services@swdevon.gov.uk

1. Minutes	1 - 10
to approve as a correct record the minutes of the meeting of the Executive held on 22 October 2020;	
2. Urgent Business	
brought forward at the discretion of the Chairman;	
3. Division of Agenda	
to consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information;	
4. Declarations of Interest	
Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting;	
5. Public Question Time	11 - 12
a period of up to 15 minutes is available to deal with questions submitted to the Council in accordance with the Executive Procedure Rules;	
6. Executive Forward Plan	13 - 16
7. Pay and Display Charges Review	17 - 40
8. Parking Permit Review	41 - 62
9. Draft Recovery and Renewal Plan	
To follow;	
10. Housing Strategy Public Consultation	63 - 94
11. Allocation of Section 106 Funds for Open Space, Sport and Recreation Projects	95 - 104
12. Schools' Recycling Service	105 - 114
13. Granting of a Long Lease at Erme Valley Playing Fields, Ivybridge	115 - 120

**MINUTES OF A MEETING OF
THE EXECUTIVE
HELD VIA SKYPE ON THURSDAY 22 OCTOBER 2020**

Members in attendance by skype:			
* Denotes attendance			
∅ Denotes apologies for absence			
*	Cllr K J Baldry	*	Cllr N A Hopwood
*	Cllr H D Bastone (Vice Chairman)	∅	Cllr D W May
*	Cllr J D Hawkins	*	Cllr J A Pearce (Chairman)

Also in attendance
Cllrs Abbott, Birch, Brazil, Chown, Hodgson, Holway, Long, O’Callaghan, Pannell, Pringle, McKay, Pennington, Reeve, Rowe, Smerdon, Spencer, Sweett, and Taylor

Officers in attendance and participating		
All items		Chief Executive; Deputy Chief Executive, Director of Place and Enterprise; S151 Officer; Director of Governance and Assurance; Democratic Services Manager; Head of Housing, Revenues and Benefits; Deputy Monitoring Officer; Senior Specialist Natural Resources & Green Infrastructure; Senior Specialist Finance; Specialist Democratic Services;
E.23/20		Specialist Place Making
E.28/20		Head of Commissioning & Contracts; Steve Longdon FCC
E.29/20		Senior Specialist Environmental Health

E.21/20 MINUTES

The minutes of the Executive meeting held on 17 September 2020 were confirmed as a true and correct record.

E.22/20 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 none were made.

E.23/20 PUBLIC QUESTION TIME

It was noted that the following public questions had been received in accordance with the Executive Procedure Rules, for consideration at this meeting. The Chairman advised that, since all of the questions were related to the same subject matter, then the lead Executive Member

would provide one combined response. Following this response, those members of the public who were in attendance would each then be invited to ask a supplementary question based upon the original response that had been given.

Q1 from Karen Squire:

Do the Executive Committee feel that it is appropriate for work to start on the Marldon Play Park redevelopment when there is no confirmed budget, no confirmed final quote, no completed project plans and no funding streams to bridge the gap between the cost, (at least £100,000) and the grant applied for (£45,000), as well as no documented feasibility studies undertaken, despite the area being well known for having hard bedrock close to the surface? The Parish Council have stated they will start ground works in the very near future despite none of the above being in place.

Q2 from Andrew Field:

(Background: I understand that Marldon Parish Council are requesting a grant award of £45,000 for the redevelopment of the Marldon Play Park located in Torfield at the Executive Committee Meeting on Thursday 22nd. October).

Are the Executive Committee satisfied that the bidding process for the redevelopment of the play park has been submitted on a like for like basis bearing in mind the large variation both in prices received and scope of proposed works?

Q3 from Martin Rogers:

Are the Executive Committee aware of the confirmed budget for the Marldon Play Park and where the additional funding streams are coming from? Sums discussed have ranged from £173,000 - £100,000

Q4 from Linda Balster:

Are the Executive Committee satisfied that due consideration has been given by the Parish Council to the refurbishment and improvement to the current amenities in the Play Park, bearing in mind that two recent reports haven't condemned any of the current equipment?

Q5 from Peter Moore:

(Background: I understand that Marldon Parish Council are requesting a grant award of £45,000 for the redevelopment of the Marldon Play Park located in Torfield at the Executive Committee Meeting on Thursday 22nd. October).

“The neighbourhood planning group is not sitting but these costs will affect any future plan. For eight months residents cannot speak at parish council meetings, letters have had no response, and the parish council has no social media presence, so how has the wider community been consulted?”

Qs 6 and 7 from Jason Elson:

6: Many residents aren't aware what's happening. There's a poster on the noticeboard but no posters around the village, no signs in the park or proper social media. The cost is significant and this could increase the precept affecting all residents. Is it appropriate to start without a full community consultation?

7: The information on the Parish website regarding the proposals is spread over several pages with details within the minutes. Do the Executive Committee consider the information complete, clear and easy for residents to follow?

Q8 from John Armstrong:

(Background: the Marldon play park plans include costly groundworks for disabled facilities).

Is the Executive Committee satisfied that proper consideration has been given to the fact that, despite these costs, there is no disabled access to Torfield itself? There are steep hills, steps, no pavements and no suitable entrances.

Response to all the questions:

'It is for Marldon Parish Council to decide on how best to manage its assets.

Marldon Parish Council own the site in question and it is for the Parish Council , not the District Council to determine how best to manage their finances, contract procedures and assets. Any complaints that the Parish Council has failed to follow its procedural rules should be addressed to the Parish Council.

The Parish Council has an arrangement with South Hams to undertake an insurance and inspection service of play parks, something we do for many parishes. This information has been made publically available. Recently, we understand the Parish has been considering what improvements and investments to make in its play park and has made a request to South Hams Council for some section 106 money, £45k, for works to the park and that they have published a consultation on their website.

The District Council receives contributions from developments within parishes that are to be used for the purposes of sport, recreation and community facilities. These are referred to as S106 funds. A request for S106 money in connection with Torfield Play Park was received last week (13th October), and officers have a meeting scheduled for today (22nd October) to review the request. Consideration of the request will be in line with the District Council's procedure rules.

An officer recommendation, in consultation with the local ward member, will be taken to the appropriate public meeting, which in

this case is expected to be the Executive on 3rd December.'

Supplementary Question from Karen Squire:

With regard to the response given, complaints had been raised with Marldon Parish Council on a number of occasions with regards to the play park and also with regard to many of the questions that had been raised at this meeting. Unfortunately, the Parish Council was refusing to respond and interact with members of the public. As had already been said, members of the public were not allowed to speak at Parish Council meetings and emails were not responded to. At the time when the Executive Committee would be considering the allocation of grant funding would Members be satisfied that the Parish Council had followed due and proper procedures?

In reply, the lead Member confirmed that the District Council would be looking into the Parish Council's procedures when we examine the eligibility for the Section 106 funds. In addition, the Member informed that he would provide a full and detailed response to the question outside of this meeting.

Supplementary Question from Peter Moore:

Mr Moore stated that the neighbourhood planning group was not currently meeting, but these costs would affect any future plan.

Mr Moore repeated the previously raised concerns whereby, for eight months, residents had been unable to speak at parish council meetings, letters have had no response, and the parish council had no social media presence. In questioning how the wider community had been consulted, Mr Moore asked Is it possible for the Executive committee to place a rider so that the funds are not released until there is a public consultation and objective evidence of residents' opinion published?

In reply, the lead Executive Member gave a commitment to provide a written response outside of this meeting.

Supplementary Question from Jason Elson:

The Parish Council state that they have run a consultation exercise on their website but they also state that they would not run a consultation as it is a refurbishment of the equipment. The consultation on the website relates to various plans and costs which did not relate to the plans and they were not like for like quotes and it was extremely confusing. To date, the consultation exercise had consisted of one poster next to the shops. As there was no community consultation, I believe that there should be a condition to the release of the funds that required the Parish Council to run a full and proper community consultation.

In response, the lead Executive Member again advised that he would provide a written response outside of this meeting.

At the discretion of the Chairman, some points were raised by the wider membership that included:

- (a) Clarification that the local Ward Member would be consulted prior to the report being presented to a meeting of the Executive meeting;
and
- (b) Some concerns being raised over the manner in which the Parish Council was conducting its business.

E.24/20 **EXECUTIVE FORWARD PLAN**

Members were presented with the Executive Forward Plan setting out items on the agenda for Executive meetings for the next four months and noted its content.

E.25/20 **MEDIUM TERM FINANCIAL STRATEGY FOR FIVE YEARS 2021/22 TO 2025/26**

The Executive was presented with a report that set out the Budget Strategy for the Council for the next five years and was the starting point for developing a meaningful strategy setting out the intention for all of the different strands of funding available to the Council. The report stated that the Council would then be able to rely on the strategy to inform future decisions.

The S151 Officer updated Members that there had been an announcement overnight that leisure centres had been awarded £100 million in Central Government grant funding and the Culture Secretary was urging leisure centres to apply for the grant. The Council had also had notice of the fourth tranche award of COVID funding from Central Government which amounted to £100,000 for the District Council which was welcomed news and was the result of collective lobbying.

The Leader introduced the report and confirmed that Central Government had announced that the funding settlement for 2021/22 would be announced late December.

A Member stated that they would like to see two extra recommendations to Council around lobbying the Government for second home owners to be charged extra council tax and also further lobbying the Government to close the business rates loophole on second home holiday lets. The Leader stated that there would be an opportunity for Members to work together to present these amendments to Council in December.

It was then **RECOMMENDED** that, as the Executive has considered the Medium Term Financial Strategy, it would **RECOMMEND** Council:

1. To set the strategic intention to raise council tax by the maximum allowed in any given year, without triggering a council tax referendum, to endeavour to continue to deliver services. The actual council tax for any given year will be decided by Council in the preceding February.
2. To continue to respond to Government consultations on Business Rates Reform

3. To continue to actively lobby and engage with the Government, Devon MPs, South West Councils and other sector bodies such as the District Councils' Network and the Rural Services Network, for a realistic business rates baseline to be set for the Council for 2022 onwards, when the business rates reset happens.
4. That the Council continues to lobby in support of the Government eliminating Negative Revenue Support Grant in 2021/22 (and thereafter) and continues to lobby for Rural Services Delivery Grant allocations which adequately reflect the cost of rural service provision.
5. That the Council maintains an Upper Limit on External Borrowing (for all Council services) as part of the Medium Term Financial Strategy of £75 million.

The Executive then **RESOLVED** to note:

- i) the forecast budget gap for 2021/22 of £0.138 million (1.5% of the current Net Budget of £9.4million) and the position for future years.
- ii) the current options identified and timescales for closing the budget gap in 2021/22 and future years, to achieve long term financial sustainability.

E.26/20

CAPITAL PROGRAMME MONITORING

The Deputy Leader introduced the report which advised on individual schemes on the capital programme and confirmed all remained within approved budgets.

During the discussion, it was confirmed that the Council was ceasing to pursue the Solar Investment, due to the risk exposure associated with the acquisitions. The main reason it was recommended not to pursue the Solar investment was the proposed changes to the Public Works Loan Board (PWLB) lending terms set out in the Government consultation. This was a key consideration regarding the timing of the decision. It was clear from the consultation that investment out of area (the solar investment was not within the District area) and investments primarily for yield, were unlikely to be allowable for borrowing from the PWLB in the future. The PWLB consultation was issued after the original consideration of the opportunity and had a major bearing on its suitability for the Council. In addition, geopolitical factors outside of the Council's control continued to have a significant impact on oil pricing and as a result there was a significant degree of volatility in energy prices. The impact of Covid19 on the Council's finances overall was also an important consideration in the decision. The spend on due diligence costs on the solar investment was £154,253.

A Member requested that the Audit Committee consider a future report on the solar investment within its Workplan and the Leader asked the Chairman of the Audit Committee to take this forward at a future meeting.

It was confirmed that the draft Climate Change & Biodiversity Strategy and Action Plan had an objective to look at renewable energy sites within the area when circumstances allowed.

It was then **RESOLVED** that the Executive note:

1. the content of the Monitoring Report.
2. that, following the earlier consultation with the Executive, the decision of the Chief Executive and the S151 Officer, was to cease to pursue the Solar Investments, due to the risk exposure associated with the acquisitions, as set out in section 3.16 and Appendix C of the presented agenda report.

It was also **RESOLVED** that the Executive **RECOMMENDED** to Council that

3. the anticipated underspend (£93,500) on Play Parks be used to set up a Play Area Renewals Revenue Earmarked Reserve to be used for replacement play area equipment as required, as per section 3.11 of the presented agenda report.

E.27/20

HOUSING STRATEGY

The Lead Member for Homes presented the Housing Strategy Report which was a new five year housing strategy from 2020/21 to 2025/26 and was in conjunction with West Devon Borough Council. Better homes, better lives was being suggested as a strap line for the overall strategy. The draft strategy would go out to public consultation in December 2020.

Following a brief discussion, it was then **RESOLVED** that the Executive:

1. note the progress of the Housing Strategy to date;
2. support the 'better homes, better lives' strapline;
3. note that the results of the consultation exercise are to be reported back to a future meeting of the Overview and Scrutiny Panel; and
4. endorse the proposed way forward and the need for all Members to continue to contribute to the development of this key policy.

E.28/20

WASTE AND CLEANSING CONTRACT PERFORMANCE

The Lead Member for the Environment outlined the report and highlighted the report was reviewing performance up to the end of the summer, ie before the recent route changes which, it was acknowledged, had had an impact on performance in some areas.

The additional savings from the implementation of the Devon Aligned Service were delayed, due to the delay to the go live date and this was confirmed as a direct result of the delays incurred due to the covid pandemic. It was noted that waste collections during the summer had been under greater pressures due to covid and increased visitor numbers and that FCC (the Council's Waste and Cleansing Contractor) had dealt with this well, with significant reduction in missed collections. It was also noted that the new service would now be introduced in March 2021.

It was confirmed that the new depot in Ivybridge would be completed by the end of October with the build due to finish on Tuesday, 27 October 2020. Some alterations to the new rounds may be required next March when the new recycling vehicles would be introduced but it was expected that these would be minimal.

Officers were requested to review who received waste change letters and that those to second homes and/or holiday lets were sent to the registered address rather than the actual address as this appeared to have caused some issues with the recent round changes.

Members thanked those officers who had attended recent Town and Parish Council meetings to present on the new waste rounds and service.

It was then **RESOLVED** that the Executive:

1. Acknowledge the overall success of the performance of the waste and cleansing contract as measured by the key contractual objectives, including a significant reduction in the number of missed collections since the contract began.
2. Acknowledge that there were also opportunities for improvement in some areas and these have already been, or will be addressed by the plan to improve performance in areas of street cleansing.
3. Note the new recycling (Devon aligned) service update.
4. Note the progress of the commercial waste review with an outcome report to be presented to the Executive next spring

E.29/20

GYPSY & TRAVELLER REPORT

The Lead Member for Environment presented a report that outlined the lack of official Gypsy and Traveller site provision in the South Hams area which led to unauthorised sites appearing which often led to enforcement action which was lengthy and expensive. Officers continued to work with neighbouring Local Authorities and other registered partners to find appropriate sites. It was confirmed that the planned forum had been delayed due to covid restrictions but that virtual conversations had been continuing.

It was confirmed that a localised needs assessment was underway to clarify the number of sites/pitches required.

It was then **RESOLVED** that the Executive:

- 1) Endorse a strategy of engagement with Devon County Council, to work towards identifying a Gypsy and Traveller site in the South Hams area.
- 2) Endorse a strategy of engagement with Registered Provider partners to identify and manage a Gypsy and Traveller site in South Hams area.
- 3) Request that the Senior Specialist Place-making (Affordable Housing) report back to Executive in Spring 2021 setting out progress and seeking approval to proceed with any site that had been identified.

E.30/20 **TRACK AND TRACE HARDSHIP PAYMENTS – USE OF URGENCY POWERS PROVISION**

The Leader updated the Executive on the recent use of urgency powers due to the new track and trace scheme needing to be introduced before the Executive could meet. It was confirmed that these discretionary payments were for those not receiving benefit support and who were on low income.

It was then **RESOLVED** that the Executive note the urgency action taken by the Head of Paid Service, in consultation with the Chairman and Vice-Chairman of the Executive, to approve the Discretionary element of the Track and Trace Support Payment.

E.31/20 **GRANT AWARD**

The Leader and the Lead Member for Health and Wellbeing updated the Executive on the recent award of the Green Homes Grant.

Following an officer bid application, South Hams District Council had been awarded £336,750 from this grant. A number of Members wished to put on record their thanks to the officers for successfully obtaining this grant funding and acknowledged the associated tight timescales involved in spending these monies.

It was then **RESOLVED** that the Executive:

1. Note the successful bid and award of the sum of £336,750 from the Government's Green Homes Grant scheme for 2020/21;
2. Note the allocation of £200,000 from the Council's approved Disabled Facilities Grant/Regulatory Reform Order 2020/21 capital budget, to support work to reduce fuel poverty and reduce carbon

emissions, with any underspend of this allocation being carried forward into 2021/22. This is Government funding which the Council receives from the Better Care Fund; and

3. Approve the sum of £20,000 from the Climate Change and Biodiversity Earmarked Reserve, to support delivery of the Green Homes Grant scheme, bidding for future funding, and work to improve the energy efficiency of the existing private sector housing stock, in line with the Council's emerging Climate Change and Biodiversity Strategy.

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF E.25/20 PART 1 TO 5, AND E.26/20 PART 3 WHICH WERE RECOMMENDATIONS TO THE COUNCIL MEETING HELD ON 17 DECEMBER 2020, WILL BECOME EFFECTIVE FROM 5.00PM ON MONDAY 2 NOVEMBER 2020 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).

(Meeting commenced at 10:00 am and concluded at 1:19 pm)

Chairman

PUBLIC QUESTIONS AT EXECUTIVE MEETINGS

The Council has agreed that 15 minutes should be set aside at the beginning its monthly Executive meetings to allow members of the public to ask questions.

Any member of the public who wants to raise a question at a meeting should:-

- (a) submit the question in writing to Democratic Services (Democratic.Services@swdevon.gov.uk) by 5.00 pm on the Monday prior to the Executive meeting. This will allow a detailed answer to the question to be given at the meeting. If advance notice of the question cannot be given, the Chairman of the meeting has the discretion to allow questions on matters which are felt to be urgent;
- (b) ensure that normally questions are no longer than 50 words in length;
- (c) ensure that the question does not relate to a specific planning matter (this is specifically excluded from the public question time);
- (d) ensure that the question relates to something over which the Council has some control and is suitable to be considered, ie, that it is not derogatory to the Council; or relates to matters which the Council could consider confidential; or is substantially the same as a question which has previously been put in the past six months.

For any further advice on questions for Executive meetings, please contact Democratic Services (Democratic.Services@swdevon.gov.uk)

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SOUTH HAMS DISTRICT COUNCIL: EXECUTIVE LEADER'S FORWARD PLAN

This is the Leader of Council's provisional forward plan for the four months starting November 2020. It provides an indicative date for matters to be considered by the Executive. Where possible, the Executive will keep to the dates shown in the plan. However, it may be necessary for some items to be rescheduled and other items added.

The forward plan is published to publicise consultation dates and enable dialogue between the Executive and all councillors, the public, and other stakeholders. It will also assist the Council's Overview and Scrutiny Panel in planning their contribution to policy development and holding the Executive to account.

Local authorities are required to publish updated forward plans on a regular basis. The Plan is published in hard copy and on the Council's website (www.southhams.gov.uk)

The Executive consists of six Councillors. Each has responsibility for a particular area of the Council's work.

Leader of the Council – Cllr Judy Pearce

Deputy Leader – Cllr Hilary Bastone

Lead Executive Member for Health and Wellbeing – Cllr Jonathan Hawkins

Lead Executive Member for Communities and Enterprise – Cllr David May

Lead Executive Member for Environment – Cllr Keith Baldry

Lead Executive Member for Customer Service Delivery – Cllr Nicky Hopwood

Further information on the workings of the Executive, including latest information on agenda items, can be obtained by contacting Democratic Services on 01803 861105 or by e-mail to democratic.services@swdevon.gov.uk

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated with *

DECISIONS TO BE TAKEN BY THE EXECUTIVE

Portfolio Area	Report Title and Summary	Lead Member / Officer	Documents to be considered in making decision	Date of Decision	Consultees and means of Consultation
Environment	Title: Waste Collection Policy for Schools Purpose: To seek approval for a new policy for the collection of waste from schools.	Cllr Baldry/Natalie Johnson	Report of Senior Soecialist Waste	3 December 2020	
Environment	Title: Outcome of Town And Parish Consultation on Parking Charges increase Purpose: To outline where the 4% increase in car parking charges, agreed at Full Council 13 th February, will be applied in SHDC car parks.	Cllr Baldry / Emma Widdicombe	Report of Senior Specialist Parking	3 December 2020	
Environment	Title: Parking Permit Review Purpose: To consider a report that outlines the findings of the consultation exercise on the parking permit review.	Cllr Baldry / Emma Widdicombe	Report of Senior Specialist Parking	3 December 2020	
Strategy / Homes	Title: Draft Housing Strategy Purpose: To present and recommend commencing consultation on the final draft version of the Housing Strategy.	Cllr Pearce / Issy Blake	Report of the Head of Housing, Revenues and Benefits	3 December 2020	Key stakeholders and the public
Environment	Title: Consent to grant a long lease of Playing Fields to Ivybridge Town Council Purpose: To consider a report that seeks to grant consent to a long lease to Ivybridge Town Council	Cllr Bastone / Laura Wotton	Report of Head of Assets	3 December 2020	
Communities	Title: Allocation of Section 106 Funds for Open Space, Sport and Recreation Projects Purpose: To request approval for the release or allocation of Section 106 funds over £30,000 to enable delivery of a number of Open Space, Sport and Recreation Projects.	Cllr Hawkins / Alexis Huggins	Report of Specialist – Place Making	3 December 2020	
Council	Title: Recovery and Renewal Plan Purpose: To update on development and delivery of the plan	Cllr Pearce / Drew Powell	Report of Director of Governance and Assurance	3 December 2020	

Council	Title: Revenue Budget Monitoring to October Purpose: A revenue budget monitoring report to monitor income and expenditure variations against the approved revenue budget for 2020/21, and to provide a forecast of the year end position	Cllr Bastone / Pauline Henstock	Report of Head of Finance	17 December 2020	
Council	Title: Draft Revenue Budget Proposals 2021/22 Purpose: To present Budget proposals for 2021/22	Cllr Pearce / Lisa Buckle	Report of Strategic Lead of Finance	17 December 2020	
Enterprise	Title: Ivybridge Regeneration Project Update Purpose: As per the decision of Council on 24 September 2020, to receive a further report (and make recommendations to Council) on the Ivybridge Regeneration Project	Cllr Bastone / Laura Wotton	Report of Head of Assets	28 January 2021	
Communities	Title: Expenditure of \$106 funds for Open Space, Sport and Recreation Purpose: To request approval for the release or allocation of Section 106 funds over £30,000 to enable delivery of a number of Open Space, Sport and Recreation Projects.	Cllr Bastone / Alexis Huggins	Report of Specialist of Place	28 January 2021	
Council	Title: Draft Capital Programme Proposals 2021/22 Purpose: To present Capital Programme proposals for 2021/22	Cllr Pearce / Lisa Buckle	Report of Strategic Lead of Finance	28 January 2021	
Enterprise	Title: Community Housing Scheme Purpose: To consider a report which seeks to recommend to Council to fund further community housing projects.	Cll Bastone / Laura Wotton	Report of Head of Assets	28 January 2021	
Council	Title: Revenue Budget Monitoring Quarter 3 Purpose: A revenue budget monitoring report to monitor income and expenditure variations against the approved revenue budget for 2020/21, and to provide a forecast of the year end position.	Cllr Bastone / Pauline Henstock	Report of Head of Finance	28 January 2021	
Council	Title: Capital Budget Monitoring Quarter 3 Purpose: To advise Members of the progress on individual schemes within the approved capital	Cllr Bastone / Pauline Henstock	Report of Head of Finance	28 January 2021	

	programme for 2020/21, including an assessment of their financial position				
Council	Title: Write Off Report for Quarters 2 and 3 Purpose: The Council is responsible for the collection of: Housing Rents, Sundry Debts including Housing Benefit Overpayments, Council Tax and National Non-Domestic Rates. The report informs members of the debt written off for these revenue streams.	Cllr Bastone / Lisa Buckle	Report of Strategic Lead of Finance	28 January 2021	
Council	Title: Revenue Budget Proposals 2021/22 Purpose: To present a set of draft Revenue Budget proposals for 2021/22.	Cllr Pearce / Lisa Buckle	Report of Strategic Lead of Finance	28 January 2021	
Council	Title: Capital Programme Proposals 2021/22 Purpose: To present Capital Programme proposals for 2021/22.	Cllr Pearce / Lisa Buckle	Report of Strategic Lead of Finance	28 January 2021	
Environment	Title: Grounds Maintenance – Business Plan Purpose: To seek adoption of the business plan following on from the Grounds Maintenance review.	Cllr Baldry/Sarah Moody	Report of Business Manager – Case Management	28 January 2021	
Enterprise	Title: Release of Section 106 Funds for Affordable Housing Projects Purpose: To seek approval for Affordable Housing Section 106 expenditure on a Community Led Housing Scheme in Stoke Gabriel.	Cllr Bastone / Cassandra Harrison	Report of Specialist (Place Making)	28 January 2021	
Council	Title: Devon Districts Procurement Strategy Purpose: To seek adoption of Devon procurement strategy.	Cllr Pearce / Rosie Wilson	Report of Corporate Procurement Officer	28 January 2021	West Devon, Teignbridge, Torridge, Exeter, Mid, and North Devon Councils
Homes	Title: Draft Housing Strategy Purpose: To present the results of the consultation and engagement and the final Housing Strategy 2021 – 2026 for adoption by 1 st April 2021	Cllr Pearce / Issy Blake	Report of the Head of Housing, Revenues, and Benefits	11 March 2021	

Report to: **Executive**

Date: **3 December 2020**

Title: **Pay & Display Charges Review**

Portfolio Area: **Environment Services (Cllr Keith Baldry)**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: After the call in period for Executive

Author: **Emma Widdicombe** Role: **Senior Specialist Parking**

Contact: **Emma.Widdicombe@swdevon.gov.uk**

RECOMMENDATIONS

That the Executive be RECOMMENDED to:

- 1. Authorise the Head of Assets to publish notice of proposals for the South Hams District Council (Off-Street Parking Places) Order 2021 to consolidate with amendments the current off-street parking places order; the amendments to be made to be:**
 - 1.1 applying the Pay and Display charges in accordance with Appendix A;**
 - 1.2 making reference to Electric Charging Points;**
 - 1.3 incorporating the new reserved parking bays at Bigbury car park as shown in Appendix B;**
 - 1.4 providing for no parking between 10pm and 6am at the Memorial and Strete Gate car parks Slapton;**
 - 1.5 applying parking charges 24 hour a day at Mayors Avenue car park, Dartmouth during the High Season only (March to October);**
 - 1.6 applying parking charges from 8am until 10pm at Memorial, Strete Gate, Torcross Tank and Torcross Layby Car park, Slapton;**

- 1.7 increasing the Dittisham sailing club, Dittisham permit from £25.00 to £30.00;**
 - 1.8 amending the Dartmouth Market Square, Dartmouth no parking restriction from between 6am and 5pm to no parking between 6am and 9am Tuesday and Friday;**
 - 1.9 reserving 3 bays at Dartmouth Market Square as shown in Appendix C for Dartmouth Town Council permit holders only Monday – Friday between 7.30am and 5pm;**
 - 1.10 where the all day parking tariff is increased as a result of these recommendations, the permit price will be increase thereafter should it be introduced in line with the permit pricing formula; and**
 - 1.11 including Steamer Quay Road, Totnes as shown Appendix D within the Off Street Parking Places Order.**
- 2. Request the Head of Assets to prepare a report summarising the representations received in response to the notice of proposals for consideration by the Executive before making a decision whether to make the off-street parking places order as proposed or with modifications.**

1. Executive summary

- 1.1 This report seeks to implement a previous decision taken by the Council to raise parking charges once only in the current political term (until 2023) by less than predicted inflation. The decision had been delayed to assist towns and villages with the covid crisis.
- 1.2 At the meeting of full Council on February 13th 2020 (minute CM71/19), it was agreed car parking fees across the District would increase by approximately 4% in 2020-21, equating to £80,000 additional income per annum.
- 1.3 This report therefore requests Members consider the recommendation to amend Pay and Display charges in accordance with Appendix A.
- 1.4 It also requests that Members consider the recommendations to:
 - I. Update the Parking Order to allow for the future provision of Electric Charging Points and to allow enforcement
 - II. Incorporate the newly created reserved bays at Bigbury to the Parking Order
 - III. Apply parking charges 24 hours a day at Mayors Avenue car park, Dartmouth during the high season only
 - IV. Close Slapton Memorial and Strete Gate car park from 10pm until 6am daily

- V. Apply parking charges from 8am until 10pm at Memorial, Strete Gate, Torcross Tank and Torcross Layby car parks, Slapton.
 - VI. Increase the Dittisham Sailing Permit to £30.00
 - VII. Amend the no parking at Dartmouth Market Square to no parking Tuesday's and Friday's between 6am and 9am
 - VIII. Create three reserved bays at Dartmouth Market Square for Dartmouth Town Council only Monday to Friday between 7.30am and 5pm
 - IX. where the all day parking tariff is increased as a result of these recommendations, the permit price will be increase thereafter should it be introduced in line with the permit pricing formula
 - X. Add Steamer Quay Road to the Off Street Parking Order to allow effective enforcement
 - XI. Revoke all previous Parking Orders and consolidate into one new Off Street Parking Places Order (2021)
- 1.5 The recommendations will enable the Council to continue to manage off-street parking in an efficient and effective manner.
- 1.6 Without these updates to the Off Street Parking Places Order, enforcement will not be possible in respect of the additions and changes to the Parking Order.

2. Background

- 2.1 This report seeks to implement a previous decision taken by the Council to raise parking charges once only in the current political term (until 2023). The increase amount of 4% is predicted to be less than the inflation increase between 2018 when it was last increased and 2023 when it could next be reviewed.
- 2.2 A decision had been taken to delay the implementation of the parking increase so that consultation on the proposals was not undertaken during a time when communities were battling with the first wave of the COVID crisis.
- 2.3 South Hams District Council has a 'Community Led Parking Charges' policy. This allows local Town and Parish Councils to work with the District Council in making recommendations about parking charges and enables parking charges to be designed to meet individual community needs.
- 2.4 Following the Council's resolution to increase the overall Pay & Display income across the District by 4%, Officers have been engaging with Town and Parish Councils to review parking charge regimes and address each community's needs.
- 2.5 The last parking tariff review was July 2018, where tariffs increased by 2% since which parking charges have not increased.

- 2.6 The proposed increase in parking charges was originally intended for implementation in 2020/21. The COVID-19 pandemic has seen the Council facing unrepresented times and the review was therefore placed on hold. However, should the recommendations be resolved and public consultation receive limited objection, to secure the Council's financial position going forward, it is proposed any increase be implemented on the 1st April 2021.
- 2.7 Whilst conducting the review of pay & display charges it was recognised a number of other amendments were required to the parking order to ensure a robust parking regime is provided.

3. Outcomes/outputs

Pay & Display Charges

- 3.1 Details of the requirements approved by each community are included in the appendix A that shows the schedule of revised pay & display charges. Totnes Town Council objected to any increase therefore the proposal included with Appendix A is Officers recommendations.
- 3.2 It is proposed in the high season (March to October) charges in Mayors Avenue car park, Dartmouth apply 24 hours a day.
- 3.3 It is proposed that parking charges will apply from 8am until 10pm in Memorial, Strete Gate, Torcross Tank and Torcross Layby car parks, Slapton and the blanket overnight charge of £3.00 is removed.

Electric Charging Points

- 3.4 As future installation of Electric Charging Points in off street car parks is anticipated, it is recommended Electric Charging Points be added to the Parking Order, to allow future enforcement be undertaken in response to any such abuse and to encourage responsible use.

Reserved Bays, Bigbury

- 3.5 Four reserved bays have recently been created at Bigbury car park. It is now necessary to add these bays to the Parking Order so effective enforcement may be undertaken as necessary. All bays have already been allocated and will generate £1500 income per bay for the Council.

Memorial and Strete Gate car park, Slapton

- 3.6 Following a number of issues with anti-social behaviour at these car parks, it is proposed the car park is closed from 10pm until 6am to prevent overnight parking.

Dittisham Sailing Permits

- 3.7 The Council currently have a management agreement with Dittisham Parish Council, which enables the Council to carry out enforcement on their behalf. Dittisham Parish Council would like to increase the sailing club permit from £25.00 to £30.00

Dartmouth Market Square, Dartmouth

- 3.8 Dartmouth Market Square is enforced on behalf of Dartmouth Town Council on Market days (Tuesdays and Fridays weekly). Previously the no parking restriction applied on these days between 6am until 5pm. The Town Council have now requested this enforcement period be reduced to be enforced from 6am until 9am to allow more flexibility to park.
- 3.9 Dartmouth Town Council have created three reserved bays on the Dartmouth Market Square for Town Council permit holders only Monday to Friday 7.30am to 5 pm.

Permit Prices

- 3.10 Where the all day parking tariff is proposed to be increased should the recommendation be implemented the permit prices will be amended in line with the permit pricing formula
- 3.11 The permit price formula is based on 20% of the all day price x 5 days a week x 48 weeks per year.

Steamer Quay Road, Totnes

- 3.12 Steamer Quay Road, Totnes is not adopted highway but is owned by South Hams District Council. To effectively manage enforcement along this road (double yellow lines) it will be added to the Off Street Parking Places Order.

Revoke of the Off Street Parking Places Order

- 3.13 To assist effective management of all Parking Orders, all previous Parking Orders will be revoked and subsequently consolidated into one new Off Street Parking Places Order 2021. This will make interpretation easier and more robust, assist Adjudicators when considering appeals and provide a stronger platform for further changes.

4. Options available and consideration of risk

- 4.1 Consultation has been undertaken with Town and Parish Councils.
- 4.2 A further 21 day public consultation will be undertaken following the meeting.
- 4.3 During the consultation period, customers wish to object to or comment on recommendations will have the opportunity to do so. It is anticipated this exercise will commence in January 2021.

Objections will be considered prior to implementation of any changes.

4.4 Appendix A shows the revised Pay and Display tariffs.

5. Proposed Way Forward

5.1 The proposed amendments to the Off Street Parking Places Order proceed in accordance with the recommendations.

5.2 Should the Recommendations be accepted, the following steps will occur:

- a. 21 day consultation commence (Jan 2021) to which customers will be alerted by notice in the local press, on the Council's website and in all affected car parks. This will allow customers to make comments on and/or objections to the proposals, should they wish to do so.
- b. If a significant number of representations were to be received, the matter would be referred to the Executive for further consideration,
- c. Otherwise, the detailed implementation of the recommendations should be delegated to the Head of Assets in consultation with the Portfolio Holder for car parking for implementation.

5.3 This proposal fits with the following priorities:

Council
Communities
Environment

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	The Council has power to provide and to regulate off-street car parks under the Road Traffic Regulation Act 1984 The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 set out the procedures to be followed before and after making any order regulating the use of car parks.
Financial implications to include reference to value for money	Y	The cost of implementing the changes will be met from the car parking budget.

		The difference between the income and expenditure on Off Street Car Parking is used to support costs associated with the operation and maintenance of parking services, its infrastructure and the maintenance of off street car parks. It is also used to support and provide other Council services such as street cleansing, toilets, parks and open spaces and other lawfully incurred identified expenditure.
Risk		<p>That if the Council does not amend and consolidate the existing off-street parking places orders it may have difficulties in taking enforcement action against drivers who park in a hazardous manner or otherwise misuse a car park while failure to implement order in a timely manner may mean that anticipated income levels will not be reached – to mitigate this risk, income levels will be closely monitored and, if necessary, further amendments will be made. Covid continues to have an impact on car park usage, which is effecting income generated within the car park.</p> <p>There is a risk that a significant number of objections to the proposals may be received, which would postpone any implementation, as the objections would have to be considered by the Executive ahead of any changes.</p>
Supporting Corporate Strategy		Council Communities Environment
Climate Change - Carbon / Biodiversity Impact	Y	<p>There are no negative impacts.</p> <p>There may be small positive impacts with customers considering alternative means of transport or care sharing.</p>
Comprehensive Impact Assessment Implications		
Equality and Diversity		No implications.
Safeguarding		No implications.
Community Safety, Crime and Disorder		No implications.

Health, Safety and Wellbeing		No implications.
Other implications		None at this stage.

Supporting Information

Appendices:

Appendix A: Pay & Display Charges

Appendix B: Map of Reserved Bay Bigbury

Appendix C: Map of Dartmouth Market Square, Dartmouth

Appendix D: Map of Steamer Quay Road, Totnes

Background Papers: None

proposed tariff increase

KINGSBRIDGE

CATTLEMARKET	1/2 hour	1 hour	2 hours	3 hours	4 hours	allday	24 hours
Current Tariff	£0.50			£1.00		£2.00	
Proposed Tariff (no change)	£0.50			£1.00		£2.00	
LOWER UNION ROAD	1/2 hour	1 hour	2 hours	3 hours	4 hours	allday	24 hours
Current Tariff	£0.50			£1.00		£2.00	
Proposed Tariff (no change)	£0.50			£1.00		£2.00	
FORE STREET	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	24 hours
Current Tariff	£0.50			£1.00	£3.00		£7.00
Proposed Tariff (no change)	£0.50			£1.20	£3.00		£7.00
QUAY	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	24 hours
Current Tariff		£1.00	£2.00	£3.00	£5.00		£8.00
Proposed Tariff		£1.00	£2.00	£4.00	£5.00		£10.00
DUNCOMBE PARK	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	24 hours
Current Tariff	£0.30	£0.80	£1.60	£2.00	£3.30		£7.00
Proposed Tariff (no change)	£0.30	£0.80	£1.60	£2.00	£3.30		£7.00

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SALCOMBE

CREEK	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	overnight March - Oct	24 hours
Current Tariff		£1.30	£2.60	£3.90		£6.50	£2.00	£8.50
Proposed Tariff (no change)		£1.30	£2.60	£3.90		£6.50	£2.00	£8.50

Creek Winter Storage	current	proposed						
Time Zone\Area 1 (Oct-Mar)	£57.00	£60.00						
Time Zone\Area 2 (Oct-April)	£82.00	£85.00						
Weekly Charge per metre per week (only available in Dec,Jan & Feb)	£3.50	£4.00						
NORTH SANDS	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day		24 hours
Current Tariff		£1.10	£2.10	£3.00	£4.00	£6.50		
Proposed Tariff (no changes)		£1.10	£2.10	£3.00	£4.00	£6.50		
Current Tariff Low Season		£0.80	£1.60	£2.40	£3.20	£5.50		
Proposed Tariff Low Season (nochange)		£0.80	£1.60	£2.40	£3.20	£5.50		
SHADYCOMBE	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	overnight	24 hours
Current Tariff High Season	£0.60	£1.10	£2.10	£3.00			£2.00	
Proposed Tariff	£0.60	£1.30	£2.60	£3.90			£2.00	
Current Tariff Low Season		£0.90	£1.80	£2.70	£3.60	£6.00		
Proposed Tariff (no changes)		£0.90	£1.80	£2.70	£3.60	£6.00		
WHITESTRAND	1/2 hour	1 hour	2 hours	3 hours	4 hours		overnight	24 hours
Current Tariff (high season)	£0.70	£1.30					£2.00	
Proposed Tariff (no changes)	£0.70	£1.30						
Current Tariff Low Season	£0.40	£0.90	£1.70	£2.50				

Proposed Tariff (no changes)	£0.40	£0.90	£1.70	£2.50				
Creek Boat Park	Daily Rate	Daily Rate Large	Weekly Rate	Weekly Rate Large	Trailer (under 4.5m) per day	Trailer (over 4.5m) per day	Trailer (under 4.5m) per week	Trailer (over 4.5m) per week
Current Tariff	£10.00	£15.00	£60.00	£90.00	£6.00	£8.00	£28.00	£35.00
Proposed Tariff	£10.00	£15.00	£60.00	£90.00	£6.00	£8.00	£36.00	£48.00

DARTMOUTH

Dartmouth Leisure Centre	1/2 hour	1 hour	2 hours	3 hours	4 hours			
Current Tariff	£0.30	£0.70	£1.40	£2.10	£2.80			
Proposed Tariff (no change)	£0.30	£0.70	£1.40	£2.10	£2.80			
MAYORS AVENUE	1/2 hour	1 hour	2 hours	3 hours	4 hours	overnight	all day	
Current Tariff High Season *	£0.60	£1.30	£2.60	£4.30	£6.00	£3.00		
Proposed Tariff	£0.70	£1.50	£3.00	£4.50	£6.00	£3.00		
*Mayors Avenue car park day rate will be operational 24 hours a day with the overnight charge coming in from 6pm-8am								
Current Tariff Low Season		£0.90	£1.80	£2.70	£3.60	£2.00	£6.00	
Proposed Tariff		£1.00	£2.00	£2.70	£3.60	£2.00	£6.00	
PARK & RIDE	1/2 hour	1 hour	2 hours	3 hours	4 hours	after 2pm	all day	coaches
Current Tariff						£3.00	£5.00	£7.00

Proposed Tariff (No changes)							£3.00	£5.00	£7.00
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BIGBURY

8am-6pm

BIGBURY	1/2 hour	1 hour	2 hours	3 hours	4 hours	6 hours	all day
Current Tariff		£1.50	£2.70	£4.20	£5.50		£12.00
Proposed Tariff		£1.50	£3.00	£4.30	£5.50	£8.00	£12.00

HOPE COVE

SUNBAY LAYBY	1/2 hour	1 hour	2 hours	3 hours	4 hours	6 hours	24 hours
Current Tariff			£2.10				£3.20
Proposed Tariff			£2.20				£3.40

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IVYBRIDGE

GLANVILLES MILL	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day
Current Tariff		£0.60	£1.60			
Proposed Tariff		£0.70	£1.60			
LEONARDS ROAD		1 hour				all day
Current Tariff		£0.60				£2.10
Proposed Tariff		£0.70				£2.10
HARFORD ROAD		1 hour	2 hours	3 hours		
Current Tariff		£0.60	£1.60	£2.40		
Proposed Tariff		£0.70	£1.60	£2.40		

DITTISHAM

The Ham Car Park	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	all week
Current Tariff	£0.50	£1.00	£2.00	£3.00	£3.50	£5.00	£25.00
Proposed Tariff	£0.50	£1.00	£2.00	£3.00	£3.50	£6.00	£30.00
The Level Car Park	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	all week
Current Tariff		£1.00	£2.00	£3.00	£3.50	£5.00	£25.00
Proposed Tariff		£1.00	£2.00	£3.00	£3.50	£6.00	£30.00
	Existing	Proposed					
Sailing Club Permit Current Charge	£25	£30					

TOTNES

		1/2 hour	1 hour	2 hours	3 hours	4 hours	All day
CIVIC HALL							
Current Tariff		£0.60	£1.20	£2.00	£2.50		
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80		
Victoria Street							
Current Tariff		£0.60	£1.20	£2.00	£2.50		
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80		
Heaths Nursery							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	
Pavilions Short Stay							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	
Heathway							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	£6.00
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	£6.50
North Street							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	£6.00
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	£6.50
Old Market							

Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	£6.00
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	£6.50
Pavilions							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	£6.00
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	£6.50
Steamer Quay							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	£6.00
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	£6.50
Nursery							
Current Tariff		£0.60	£1.20	£2.00	£2.50	£3.50	£6.00
Proposed Tariff	Tariff	£0.70	£1.20	£2.00	£2.80	£3.50	£6.50
Longmarsh							
Current Tariff		£0.20	£0.50	£1.00	£1.50	£2.00	£4.00
Proposed Tariff	Tariff	£0.30	£0.60	£1.20	£1.60	£2.00	£4.00

MODBURY

	Tariff	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day
Poundwell Street							
Current Tariff		£0.50	£1.00	£1.70			
Proposed Tariff (no change)		£0.50	£1.00	£1.70			
Poundwell Meadow							
Current Tariff		£0.10	£0.50	£1.50	£2.10	£2.80	£5.00
Proposed Tariff		£0.10	£0.60	£1.60	£2.40	£2.90	£5.00

SLAPTON,
TORCROSS &
STRETE GATE

Charges Apply 8am until
8pm

	Tariff	1/2 hour	1 hour	2 hours	3 hours	4 hours	all day	Overnight	24 hours
Slapton Memorial									
Current Tariff High Season			£1.00	£2.00	£3.00	£4.00	£6.50	£3.00	£8.00
Proposed Tariff 8am-8pm			£1.10	£2.20	£3.00	£4.00	£6.50		
Current Tariff Low Season			£0.80	£1.60	£2.40	£3.20	£5.50		£8.00
Proposed Tariff Low Season (no change in tariff except charging 8am-8pm)			£0.80	£1.60	£2.40	£3.20	£5.50		
Strete Gate									
Current Tariff High Season			£1.00	£2.00	£3.00	£4.00	£6.50	£3.00	£8.00
Proposed Tariff 8am-8pm			£1.10	£2.20	£3.00	£4.00	£6.50		
Current Tariff Low Season			£0.80	£1.60	£2.40	£3.20	£5.50		£8.00
Proposed Tariff Low Season (no change in tariff except charging 8am-8pm)			£0.80	£1.60	£2.40	£3.20	£5.50		
Torcross Tank									
Current Tariff High Season			£1.00	£2.00	£3.00	£4.00	£6.50	£3.00	£8.00
Proposed Tariff 8am-8pm			£1.10	£2.20	£3.00	£4.00	£6.50		
Current Tariff Low Season			£0.80	£1.60	£2.40	£3.20	£5.50		£8.00

Proposed Tariff Low Season (no change in tariff except charging 8am-8pm)			£0.80	£1.60	£2.40	£3.20	£5.50		
coaches				£4.50		£7.50	£11.50		
Torcross Layby									
Current Tariff High Season			£0.90	£1.80				£3.00	
Proposed Tariff (no change in tariff except charging 8am-8pm)			£0.90	£1.80					
Current Tariff Low Season			£0.80	£1.60					
Proposed Tariff Low Season (no change in tariff except charging 8am-8pm)			£0.80	£1.60					

51 Bigbury Car Park Reserved Bays

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Printed by

Date 9th November 2020

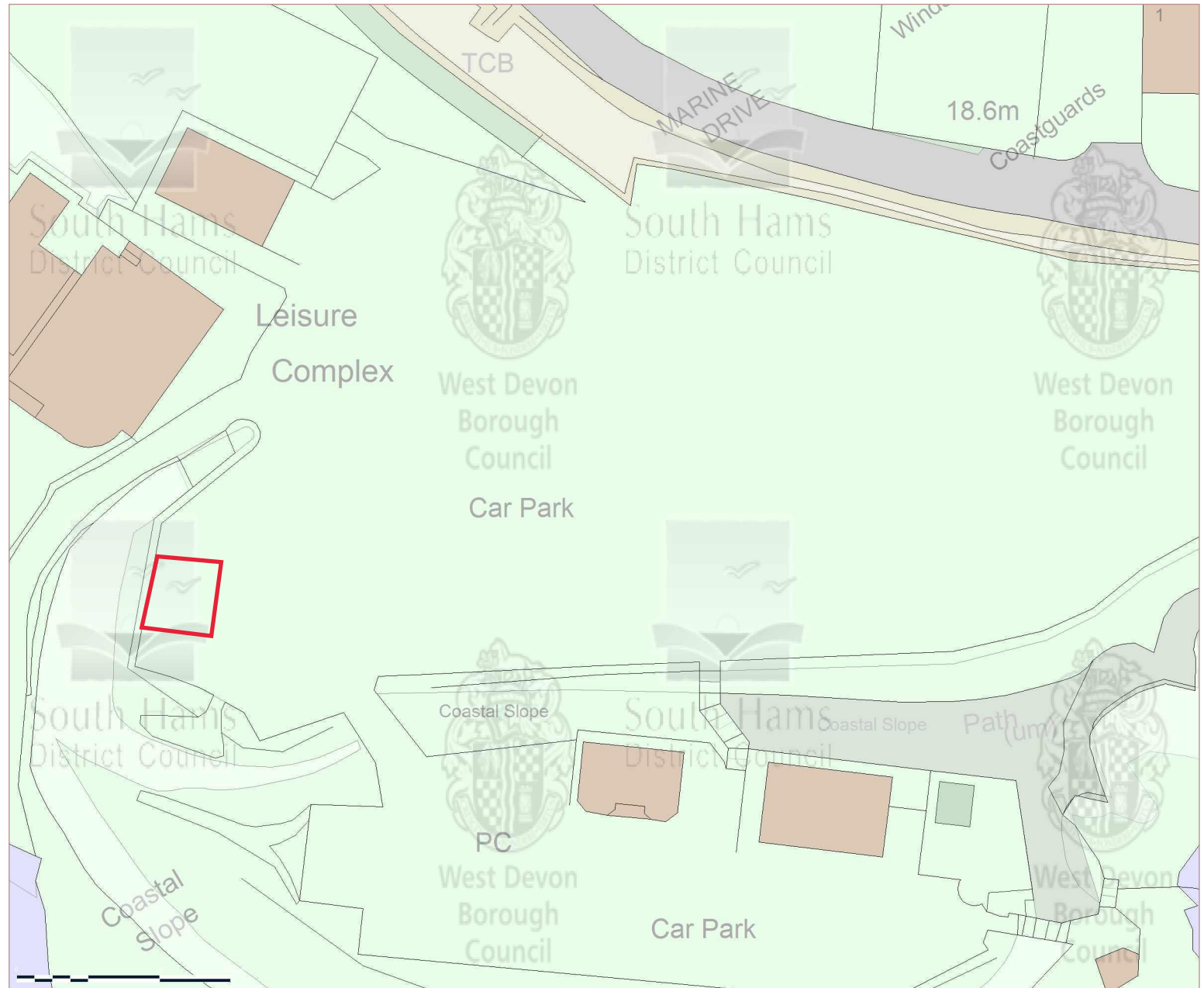
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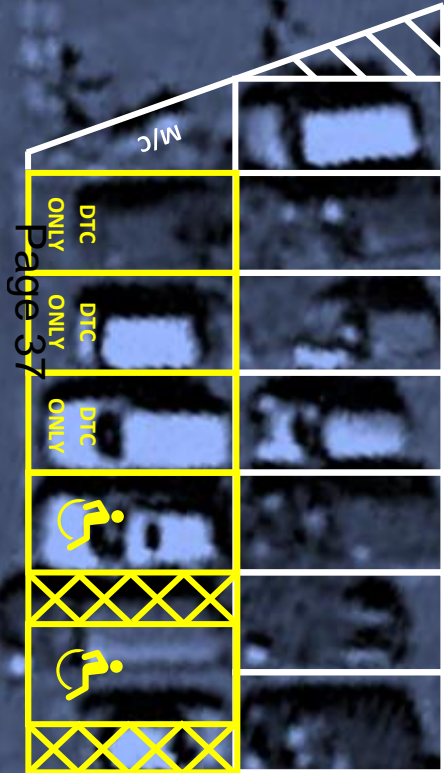
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Dartmouth Market Square

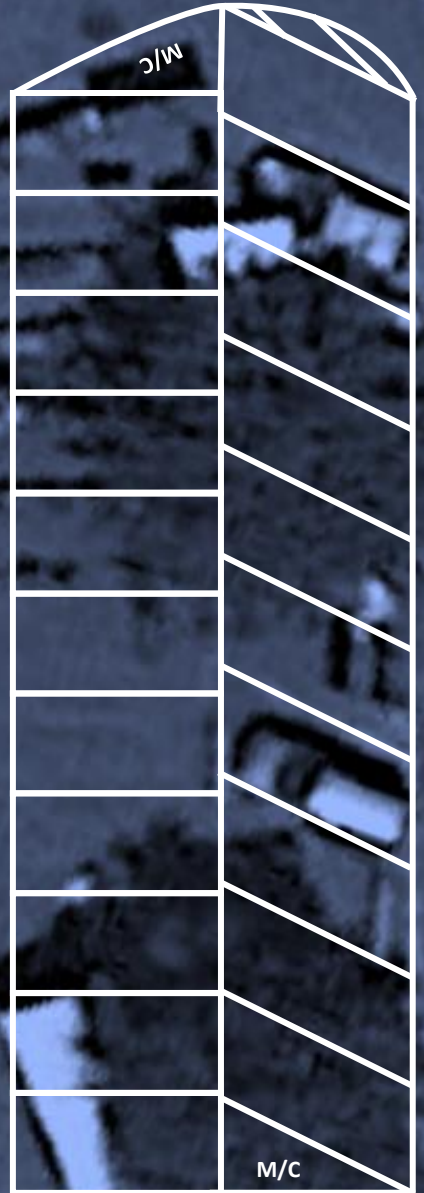
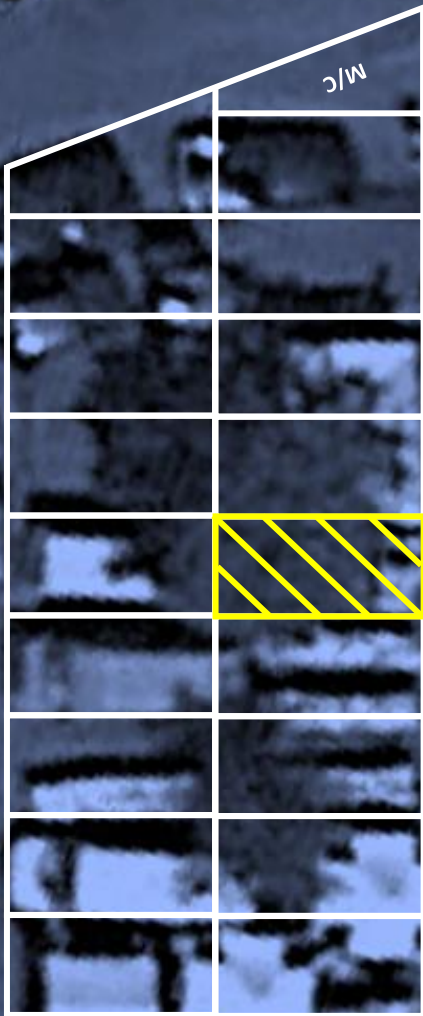


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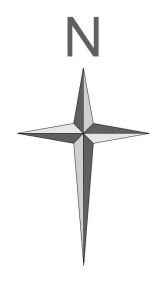
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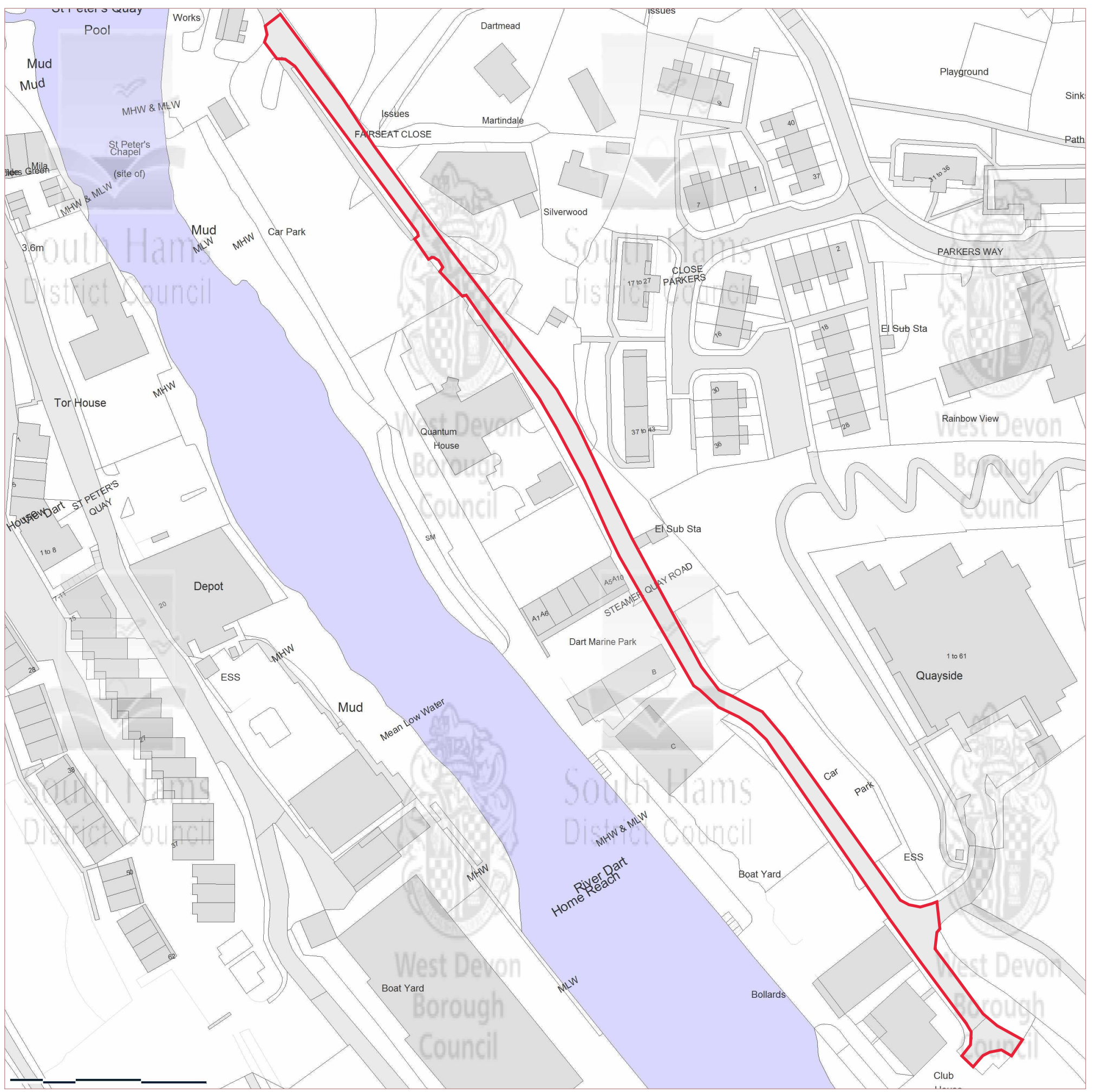


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LEGEND

- | DESCRIPTIVE_GROUPS | DESCRIPTION_TERMS |
|--------------------------|-------------------------------------|
| <input type="checkbox"/> | Air Communication |
| <input type="checkbox"/> | Archive |
| <input type="checkbox"/> | As Built |
| <input type="checkbox"/> | Building |
| <input type="checkbox"/> | Buildings or Structure |
| <input type="checkbox"/> | Built Environment |
| <input type="checkbox"/> | General Feature |
| <input type="checkbox"/> | General Surface |
| <input type="checkbox"/> | General Surface:Multi Surface |
| <input type="checkbox"/> | General Surface:Step |
| <input type="checkbox"/> | Glass:House |
| <input type="checkbox"/> | Height Control |
| <input type="checkbox"/> | Historic Interest |
| <input type="checkbox"/> | Inland Water |
| <input type="checkbox"/> | Landform |
| <input type="checkbox"/> | Natural Environment |
| <input type="checkbox"/> | Network or Polygon Closing Geometry |
| <input type="checkbox"/> | Path |
| <input type="checkbox"/> | Political or Administrative |
| <input type="checkbox"/> | Pre Build |
| <input type="checkbox"/> | Provisional or Unverified |
| <input type="checkbox"/> | Rail |
| <input type="checkbox"/> | Road or Track |
| <input type="checkbox"/> | Roadside |
| <input type="checkbox"/> | Structure |
| <input type="checkbox"/> | Terrain and Height |

- | DESCRIPTIVE_GROUPS | DESCRIPTION_TERMS |
|--------------------------|-------------------------------------|
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| <input type="checkbox"/> | Air Communication |
| <input type="checkbox"/> | Archive |
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| <input type="checkbox"/> | Building |
| <input type="checkbox"/> | Buildings or Structure |
| <input type="checkbox"/> | Built Environment |
| <input type="checkbox"/> | General Feature |
| <input type="checkbox"/> | General Surface |
| <input type="checkbox"/> | General Surface:Multi Surface |
| <input type="checkbox"/> | General Surface:Step |
| <input type="checkbox"/> | Glass:House |
| <input type="checkbox"/> | Height Control |
| <input type="checkbox"/> | Historic Interest |
| <input type="checkbox"/> | Inland Water |
| <input type="checkbox"/> | Landform |
| <input type="checkbox"/> | Natural Environment |
| <input type="checkbox"/> | Network or Polygon Closing Geometry |
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| <input type="checkbox"/> | Provisional or Unverified |
| <input type="checkbox"/> | Rail |
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| <input type="checkbox"/> | Structure |

- Terrain and Height
- Tidal Water

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` Report to: **Executive**

Date: **3 December 2020**

Title: **Parking Permit Review**

Portfolio Area: **Environment Services (Cllr Keith Baldry)**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: After the call in period for Executive

Author: **Emma Widdicombe** Role: **Senior Specialist Parking**

Contact: **Emma.Widdicombe@swdevon.gov.uk**

RECOMMENDATION:

That the Executive be RECOMMENDED to approve the revision of the permit review and charges in accordance with Appendix A and the Off Street Parking Order is amended and introduced in March 2021.

1. Executive summary

- 1.1 A consultation was undertaken regarding the review of parking permits and their pricing. The representations received in response to the statutory consultation on parking permits area are summarised in Appendix B to this report.
- 1.2 The main objectives of the consultation were:
 - I. To establish a fair, transparent and consistent approach to permit pricing
 - II. To link the pay & display parking prices to the permit prices
- 1.3 Only 9% of permit holders (excluding leisure & bowling permits of which 1% responded) responded to the consultation. Of these responses, the majority did not support the proposals. It should be noted however, that 91% of permit holders did not respond.

- 1.4 Due to the high percentage of objections received in relation to the Bigbury and Slapton & Torcross permits a review of the price has now been revised to reflect the unique circumstances of these car parks as per Appendix A.
- 1.5 It is therefore recommended that the Executive authorise officers to proceed to amend and seal the Off Street Parking Place Order. The Notice of Making will be advertised informing of the decision in the local press, car parks and website in relation to the charges displayed in Appendix A.
- 1.6 This outcome will lead to a clear and transparent pricing mechanism, linking P&D tariffs now and into the future to permit prices and ensure that all areas of the District are impacted fairly and consistently.

2. Background

- 2.1 The parking permit review was initially commissioned to address concerns in relation to a lack of turnover of vehicles within a number of Council owned off street car parks.
- 2.2 The review concluded as follows:
 - I. Salcombe and Dartmouth car parks suffered from a lack of turnover of spaces within car parks due to the number of permits held
 - II. There was no clear methodology for the pricing structure of parking permits
 - III. The pricing of permits was not consistent with pay & display charges within a locations car parks.
- 2.3 Following the review, key recommendations were made:
 - I. Reduce permit numbers in Salcombe and Dartmouth going forward (no new permits, only renew existing)
 - II. Introduce a formula to calculate the permit price based on a link to the all day parking price within the specific town (5 days a week, 48 weeks of the year at 20% of the current all day tariff within the town)
 - III. Year two prices will be increased by 20% based on the previous years permit price and year three prices remain under review.

Other recommendations were as follows:

- I. Residents permits (valid from 3pm-10am daily) increased by 20% based on the current £40 per annum with a further 20% increase in year two. These permits provide an affordable solution to local residents who require parking outside of the peak parking times.
- II. Business permits amended to town centre business permits valid in nominated long stay car parks within specific town.

A roaming permit will also be available for greater flexibility of use but at a higher price.

III. Leisure and bowling permits eliminated.

IV. Reserved permits will increase by 20% and a further 20% the following year based on the previous years price.

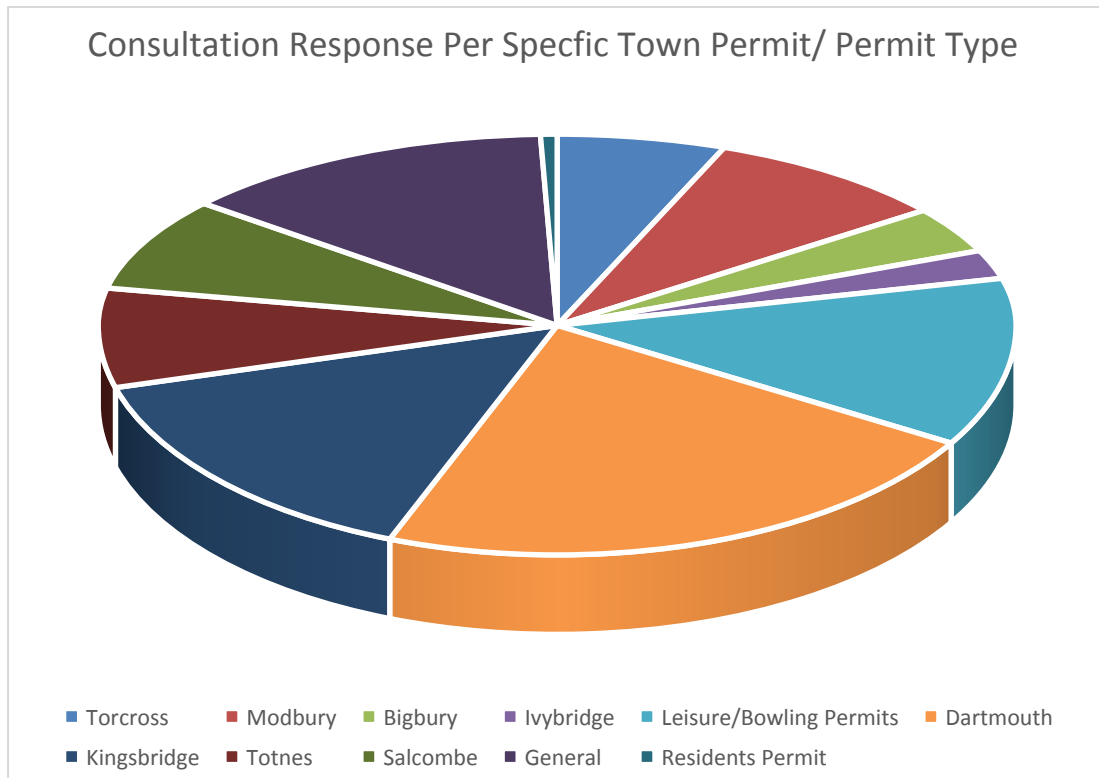
- 2.4 At the meeting on 30 April 2020, the Council resolved to carry out a 21 day public consultation (which would not commence before the Council had restored its parking charges in its car parks due to Covid).
- 2.5 The Council has a legal obligation to undertake a statutory consultation and advertise the appropriate amendments to the Off Street Parking Order before implementing any changes to parking arrangements, including fees and charges. The consultation was based on the reviewed parking charges and regime as outlined in Appendix A.
- 2.6 The 21 day permit consultation commenced on the 21st August 2020 with the closing date for receipt of responses being Friday 11 September 2020.
- 2.7 Residents were informed of the consultation by the following methods:
- Notices advertised in the local press
 - Notices displayed in all our South Hams District Council car parks
 - Council website
 - Social media platforms

3. Outcomes/outputs

- 3.1 The Council received 137 responses to the consultation. Of the 137 responses received 130 objected and 7 supported the proposals.
- 3.2 All objections were split as follows:
- a. Towns the objections related to
 - b. Where an objection was received for two issues eg a town specific objection and a leisure permit objection these were considered as two individual objections
- 3.3 This is how the overall number of responses was recorded as 143. This equated to 95% objecting to the proposals and 5% supporting the proposals

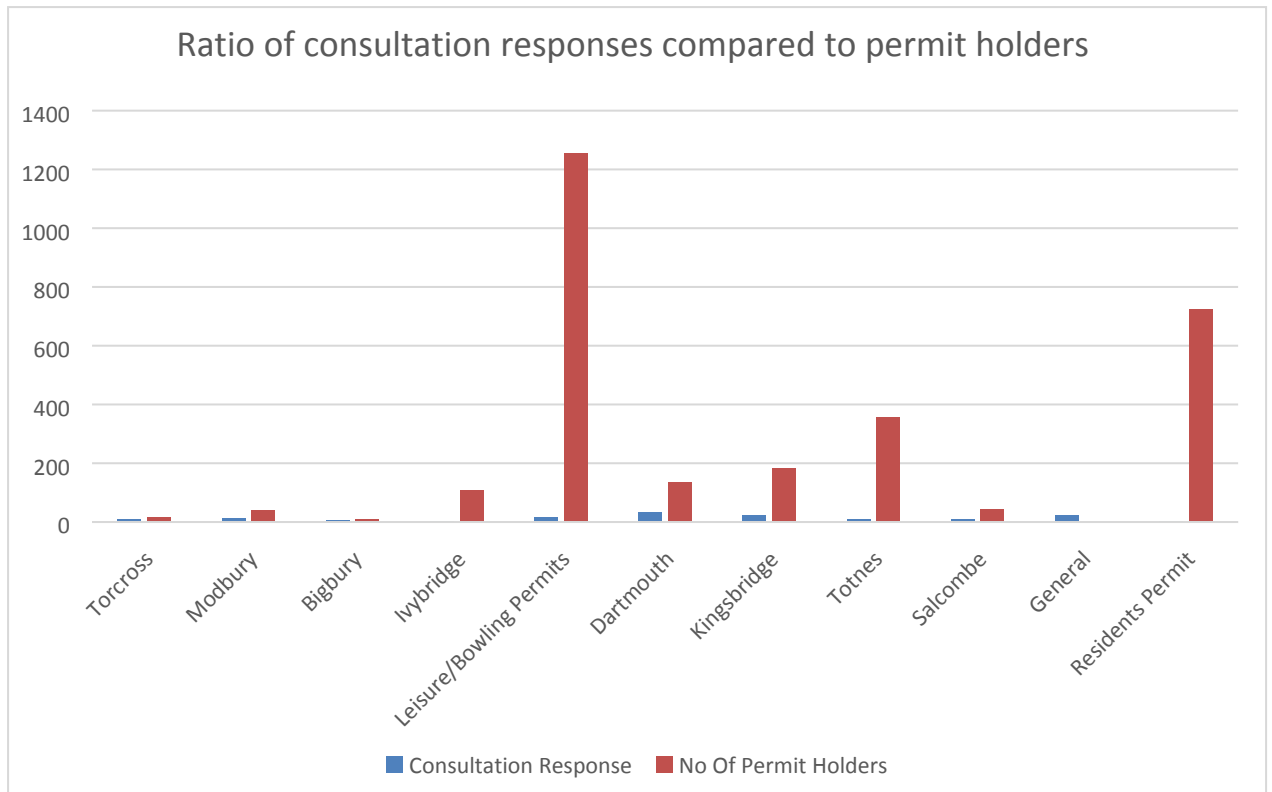
3.4 The objections and representations received have been split by town/permit as follows:

Town	Consultation Response	%
Slapton/Torcross	10	7%
Modbury	13	9%
Bigbury	5	3%
Ivybridge	3	2%
Leisure/Bowling Permits	17	12%
Dartmouth	32	22%
Kingsbridge	21	15%
Totnes	10	7%
Salcombe	10	7%
General	21	15%
Residents Permit	1	1%
TOTAL	143	100%



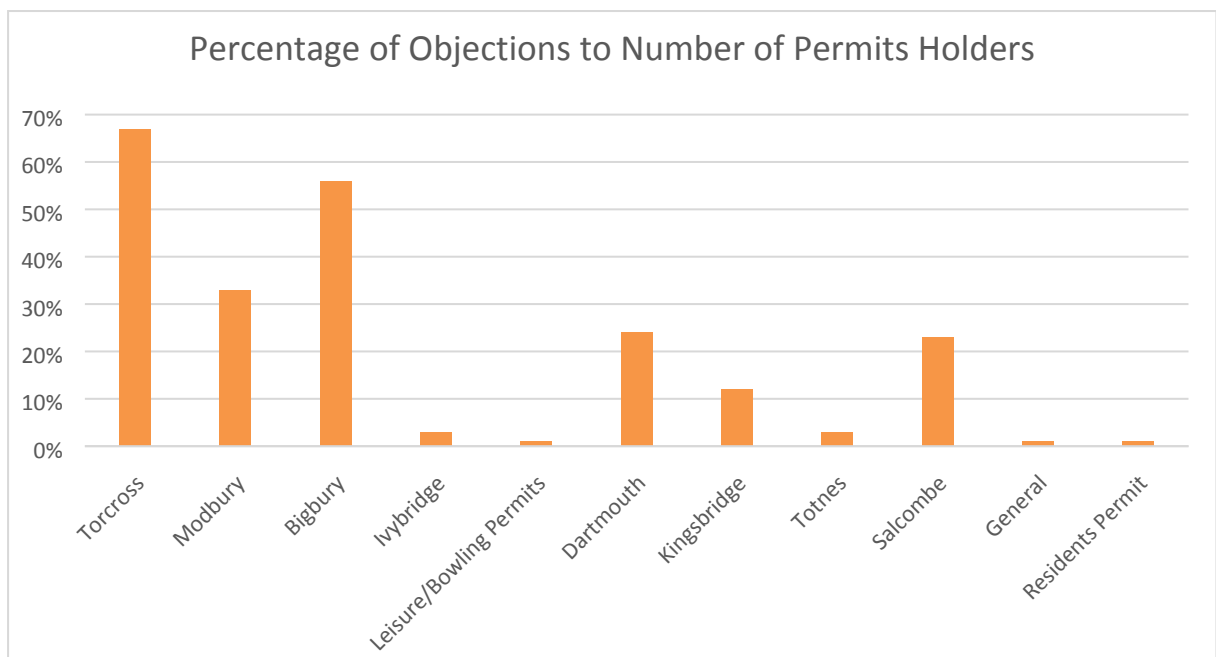
- 3.5 In summary the main objection responses can be grouped as follows:
- Residents should take priority as they contribute to the economy in a sustained way throughout the year
 - Problem is not to do with the permits but there just isn't enough spaces
 - Increase is extortionate
 - Will make on street parking issues more of a problem
 - Permits are not a luxury but essential to those who do not have off street parking
- The proposals were unacceptable and unaffordable
- 3.6 In summary the supporting responses were as follows:
- Agreement to link the permit prices to charges
 - Ivybridge permits are too cheap and price should be deter car use and not encourage
 - There is no expectation that there should be much of a discount verses the daily fees
- 3.7 When reviewing the response to the consultation we compared the number of responses received against the number of permits issued and the results were as follows:

	Consultation Response	No Of Permit Holders
Slapton/Torcross	10	15
Modbury	13	39
Bigbury	5	9
Ivybridge	3	108
Leisure/Bowling Permits	17	1255
Dartmouth	32	136
Kingsbridge	21	181
Totnes	10	355
Salcombe	10	43
General	21	
Residents Permit	1	722
Total	143	2863



3.8 The percentage of objections to the number of permit holders was also considered as per the table and graph below.

	Percentage of Objections to Number of Permits Holders
Slapton/Torcross	67%
Modbury	33%
Bigbury	56%
Ivybridge	3%
Leisure/Bowling Permits	1%
Dartmouth	24%
Kingsbridge	12%
Totnes	3%
Salcombe	23%
General	1%
Residents Permit	1%



3.9 Following the high percentage of objections in relation to the number of permit holders at Bigbury (56%) and Slapton & Torcross (67%) it was acknowledged by Officers that these areas were located in coastal premium locations where the P&D tariff is high particularly in the high season.

- 3.10 Officers have therefore proposed a revision price of the permits in these two specific areas. The permit price will follow the same formula but will be based on the low season P&D tariff rather than the high season P&D tariff. It is recognised that Bigbury doesn't have a low season P&D tariff but will be based on the same tariff as Slapton.

Slapton/Torcross/Bigbury Permit

20% of (£5.50 per day x 5 days a week x 48 weeks per year) = £264 per annum for 2020/21

20% x £264 = £316.80 per annum for 2021/22

Previous review price: Slapton - £384 in year one and £460.80 in year two and Bigbury was £576 in year one and £691.20 in year two.

- 3.11 Permit prices will be amended as per year one and year two with year three price increase placed on hold and under review.
- 3.12 These proposal will contribute towards the Council's climate change ambitions, of offering a balanced approach to using the car, whilst encouraging other forms of transport. It is anticipated that increasing the cost of permits may result in some customers considering alternative ways to travel to work or car share.

4. Options available and consideration of risk

- 4.1 The increase the cost of permits is likely to cause concern for members of the public. However, it should be recognised that this step is being proposed in order to ensure there is a fair and transparent pricing structure, and that this step will contribute to the long term improvement of the parking service as well as contribute to a reduced carbon footprint.
- 4.2 Going forward there will be a clear, fair, transparent and consistent approach to permit pricing.

5. Proposed Way Forward

- 5.1 Having considered the consultation responses we acknowledge that the majority of the responses received objected to the proposals however, overall this only represented 9% of our permit holders. It is proposed that all the permits be amended and the permit charges increased as per Appendix A. This will increase the cost of the permit and bring them in line with the all day parking fees in each area.
- 5.2 The formula for pricing permits in the future will be based on the percentage price increase agreed for the daily all day parking fee, 5 days a week, 48 weeks each year at 20% of the all day rate.

This means parking permit charges will track the pay & display charges, making the process more equitable.

5.3 At Bigbury and Slapton/Torcross the formula for pricing permits in the future will be based on the percentage price increase agreed for the daily all day parking fee of the low season all day tariff at Slapton, 5 days a week, 48 weeks each year at 20% of the all day rate.

5.4 This proposal fits with the following priorities:

- Council
- Communities
- Environment

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	<p>This Council has power to provide off-street parking under the Road Traffic Regulation Act 1984 (as amended).</p> <p>The Council has the power to deal with the provision, management and control of car parks.</p> <p>The Council has the powers to provide this service under the General Powers of Competence in the Localism Act 2011.</p>
Financial implications to include reference to value for money	Y	<p>It should be noted that the budget for 2020/21 has not been amended for any additional income achieved through this review.</p>
risks		<p>There is likely to be a negative reaction from customers to these amendments. However, there will be a need to bear in mind that the overall aim is to have a clear and transparent pricing mechanism, linking P&D tariffs to permit prices and ensure that all areas of the District are impacted fairly and consistently.</p> <p>Officers cannot predict customer behaviour in relation to the permit review so will monitor the income and permit applications regularly.</p>

Supporting Corporate Strategy		Council Communities Environment
Climate Change - Carbon / Biodiversity Impact	Y	There are no negative impacts. There may be small positive impacts with customers considering alternative means of transport or car sharing.
Comprehensive Impact Assessment Implications		
Equality and Diversity		No implications.
Safeguarding		No implications.
Community Safety, Crime and Disorder		No implications.
Health, Safety and Wellbeing		No implications.
Other implications		None at this stage.

Supporting Information

Appendices: Appendix A: Permit Charges

Appendix B : Summary Consultation Responses

Background Papers: None

Appendix A

South Hams permit review

		All-day P&D charge	Current price	01 March 2021 20%	01-March-22 20%
Location	Permit				
SH Residents' permit	12 months		£40.00	£48.00	£57.60
all SHDC car parks except the P&R					
Ivybridge	12 months	£4.00	£140.00	£192.00	£230.40
leonards Road car park	6 months		£85.00	£126.72	£152.06
Modbury	12 months	£5.00	£140.00	£240.00	£288.00
Poundwell Meadow car park	6 months		£85.00	£158.60	£190.08
Bigbury					
Bigbury Car Park	12 months	£5.50	£140.00	£264	£316.80
	6 months		£85.00	£174.24	£209.09
Slapton & Torcross					
Slapton Memorial, Strete Gate	12 months	£5.50	£140.00	£264	£316.80
Torcross Tank & Torcross Village	6 months		£85.00	£174.24	£209.09
Layby					
Kingsbridge					
Kingsbridge Town Centre -Quay & Duncombe Park	12 months	£8.00	£365.00	£384.00	£460.80
	6 months		£220.00	£253.44	£304.13
Kingsbridge Peripheral - Cattle Market & Lower Union Road	12 months	£4.00	£165.00	£192.00	£230.40
	6 months		£100.00	£126.72	£152.06
Totnes					
Totnes Town Centre - Old market, Heath Way, North St, The Nursery	12 months	£6.00	£365.00	£288.00	£345.60
	6 months		£220.00	£190.08	£228.10
Totnes Peripheral -Longmarsh & Pavilions Long Stay	12 months	£4.00	£165.00	£192.00	£230.40
	6 months		£100.00	£126.72	£152.06
Dartmouth					
Town Centre - Mayor's Avenue (all day and overnight)	12 months	£10.00	£365.00	£480.00	£576.00
	6 months		£220.00	£316.80	£380.16
Park & Ride (open season only)	March - October	£5.00	£100.00	£160.00	£192.00
Salcombe					
Shadycombe Oct-Mar, Creek	12 months	£8.50	£365.00	£408.00	£489.60
	6 months		£220.00	£269.28	£323.14

Reserved bays					
Lower Batson	12 months		£1,500.00	£1,800.00	£2,160
Mayor's Avenue, Dartmouth	12 months				
Shadycombe, Salcombe	12 months				
Victoria Street, Totnes	12 months				
Bigbury	12 months				

Pavilions, Totnes	12 months		£1,100.00	£1,320.00	£1,584
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Creek			£608.00	£729.60	£875.52
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Victoria Road, Dartmouth	12 months		£1,800	£2,160.00	£2,592.0
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Leisure/Bowling Permits - Eliminated					
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Business Permits

Business Permit Per Town	01 March 2021	01-March-2022
Bigbury Business 12mth	£1,025.28	£1,230.34
Ivybridge Business 12mth	£341.76	£410.11
Modbury Business 12mth	£427.20	£512.64
Slapton & Torcross Business 12mth	£683.52	£820.22
Kingsbridge Business 12mth	£683.52	£820.22
valid in Quay, Duncombe Pk, Cattlemarket & Lower Union Rd		
Totnes Business 12 mth	£512.64	£615.17
Valid in Old Market, Heath Way, North St Nursery, Longmarsh, Pavilions Long stay		
Dartmouth Business Permit 12 mth	£854.40	£1,025.28
Mayors Avenue		
Park & Ride Business Permit	£284.80	£341.76
Salcombe Business Permit 12mth	£726.24	£871.49
Shadycombe Oct- March & Creek		

	01 March 2021	01 March 2022
Roaming Business Permit valid in all long stay car parks not Fore Street, and Shadycombe between 1 st March and 31 st October	£1,350	£1,620.00

Permit Type/Area	OBJECT/SUPPORT	REASONS
Torcross	object	Not a solution as local residents and businesses park as essential part of living not a luxury. Should bring back the weekly ticket. Residents cant afford increase but would be forced to so would not free up spaces. No places to visit if no businesses. Should look to seasonal solution. Lack of public transport in the area. Need to amend the list the permits are valid within
Torcross	object	increase too high. Need seasonal changes rather than penalise all year round businesses and residents. Many couldn't afford so we would loose out.
Torcross/leisure	object	increase extortionate. Increase visitors applauded mustn't forget local here in winter. Removing leisure permit means residents wont be able to afford to use leisure centre. Total disregard and disrespect to residents
Torcross	objects	residents who comply restrictions penalised again. Permits very expensive
Torcross	objects	Torcross very rural therefore unfair to compare torcross to other towns. Think price increase extortionate
Torcross	object	increase charges is false economy. Torcross pay for staff permits as no where else can park. Local live all year round and contribute to economy
Torcross	object	Torcross - effects residents and businesses. Not luxury but essential for those don't have purpose built parking. Cannot just facilitate visitors.
Torcross	object	Torcross - understands frustration for visitors but not a problem all year. Has business in Torcross supports 3 staff and 2 of their cars and couldn't afford cost of parking. Worried effect long term sustainability of business
Torcross	object	increase effect residents and business owners who purchase permits. Not luxury necessity. Should be protecting them as serve area. Not enough parking in local area in summer need to consider p& r
Torcross	objects	thinks torcross residents should park for free as per previous lease. Doesn't support community, creating a reliance on holiday homes
Modbury	objects	understand reasons in large towns but not small like Modbury when car park only 25% full. Increase only push on street
Modbury	objects	unacceptable and unaffordable. Car park never full
Modbury	objects	live central Modbury with no parking. Thinks rise unjustified and unfair. Always space in poundwell meadow car park. This may move vehicle onto streets which already congested. Would accept small rise but not this much
Modbury	object	Poundwell carpark doesn't have a problem sufficient parking for all. Purchased permit 18 years and never had difficulty finding a space. Residents are fluid in their movement so always space for visitors. Residents Modbury purchase permit do contribute to the alleviating parking problems on street. Residents permit doesn't suit needs of all so not fit for purpose. Residents support economy all year round and not just 3-4 months of year. Increase from £140 to £240 totally unreasonable and unfair. Any increase should be gradual and affordable.
Modbury	object	unacceptably high no relation inflation or local conditions in Modbury,. Never full ample space. Result in on street parking issues. Many locals don't have parking facilities and shouldn't be penalised

Modbury	object	may deter future purchases of properties in Modbury, put pressure on roads, thinks not necessary as not high levels of tourism and always spaces in the car park. Would welcome discussion on alternatives
Modbury	object	Doesn't think price increase will solve problem. Modbury always has spaces whereas roads clogged and this will make it worse. Thinks residents permit should go back to £10. Car parks underused on Sunday and should be free to residents
Modbury	objects	If increased then DYL need removing outside their house as couldn't afford permit and is 68. Always lots of spaces. Not everyone has parking or garage.
Modbury	objects	Elderly people cant afford permits. More cars will park on st
Modbury	objects	staggering price rise. Overflow Modbury rarely full. Parking been taken away all over Modbury where else can they park car. People ill afford and making lives stressful
Modbury	objects	family have no parking. Huge rise not justified or fair. Always space in overflow car park. Force residents onto crowded streets. Understand small rise but not this much
Modbury	objects	No choice to buy permit as used to have on st parking which now been removed. Doubling price is disgusting and people cant afford it. Car park rarely full. Feel taking prob of Dartmouth and Salcombe to residents who have no choice to use permit.
Modbury/ Bigbury	objects	car park Modbury never full even in summer and lot homes no parking so no choice use car park. Price encourage park on street. Bigbury price increase beyond comprehension. Very elitist and many on limited income
Bigbury	object	Bigbury - increase equates 600% blatant profiteering
Bigbury	object	should written to permit holders to inform of proposal. How can justify increase. Price locals out who contribute local economy. Go Bigbury in winter and uses café etc. If price increase wont visit Bigbury
Bigbury	object	charges ridiculously high
Bigbury	object	parking spaces less available in summer holidays and rest of year quiet. Why not reduce price for 10mth of year sept-June to free up spaces
Bowling permit	object	older people need to keep fit and healthy and this will stop people visiting
Bowling permit	object	permit been available 17 seasons. Ruin health benefits and loss income leisure centre. Mainly used in winter months when plenty of space
Bowling permit	object	bowls club joined with council to enable quayside pool to built. If permit go will discourage members from playing and eliminating exercise and social contact. Will loose fees and permit fees as result.
Bowling permit	object	Bowling permit - cruel blow to pensioners. Important people social life and safe exercise and those limited mobility. If pay at metre to expensive to play
Ivybridge	support	Ivybridge permits are too cheap should be priced to deter car use and not encourage. Should match or exceed stagecoach weekly/monthly bus ticket

Ivybridge	object	Need to keep permit accessible for workers and pricing people out will be negative for Ivybridge. Supermarket taking long stay spaces. Push people on street which already congested. Taking long stay spaces will effect businesses.
Ivybridge/Leisure	object	increase in population and no increase in parking spaces issue. This time of year 20% full. States subjective and not supported by evidence. Short term future Leonards rd. not yet known so unreasonable to withdraw when don't know what regime will be with supermarket. Increase in permits too high and increase cost will force members to other centres eg Dinnaton which has free parking having negative impact on leisure centre
Dartmouth	object	massive impact on being able to uphold position within NHS in Dartmouth. Lives stoke Fleming limited public transport. Makes impossible for role to continue and huge impact on disposable income. Summer months impossible to park as taken up holiday rental. Should block these permits and make use p&r
Dartmouth	object	staff live far beyond walking distance unable to work at surgery if prices increase. Staff essential to community. Tragedy to leave job cos of parking
Dartmouth	object	object price increase. Permit should made available resident of Dartmouth and surrounding area to specific distance. Need work towards residents parking only in centre in summer. P&R should be max in summer and enhanced. Currently roundabout situation increases emission and increased health risk. Should engage town council and DTT
Dartmouth	support	think all visitor permit should be banned during day. Ban motor home parking on the front of Dartmouth and allow daily visitors and local to park in centre
Dartmouth	object	resident with 6mth permit. It change makes impossible to live here. Will make Dartmouth ghost town
Dartmouth	object	use p&r and keep car park for locals. Disgrace how we treat locals
Dartmouth	object	permits need to be reduced but should be to the vast holiday homes making difficult for residents and staff. Mayors Ave full holiday home permits. Current situation has caused problems for staff who are stressed and late impacting on patients. Have a duty of care to patients. Losing town population and workforce due to town constantly being given to tourists and no thought those that live and work here
Dartmouth	object	No consideration residents of Dartmouth & Salcombe on tight budgets. Unbalanced where visitors prioritised to residents. Propose visitors forced to p&r. How will town cope 500 new homes. Could consider car free locations
Dartmouth	support	agrees to link permit prices to charges. May change when health centre built. What about charging based on emissions?
Dartmouth	objects	Why not provide residents parking around Market Sq., Victoria Rd and unrestricted areas in Dartmouth. No parking near house and need somewhere to park. Provide motorhome spaces x6 by TIC
Dartmouth	objects	No parking in the town even when has a permit. Need to refine who gets them and make more use of p&r. Need to be affordable and usable for those live and work in Dartmouth

Dartmouth	objects	work for medical centre. No guarantee to space even though pay lot money. Increase is diabolical for staff on relatively low wage. Staff work 8 hours providing essential service particularly Covid. Avoids town as so hard to park. Need encourage tourism but need to remember locals
Dartmouth	objects	Lived in Dartmouth since 1987. Town car park filled with holiday home permits so residents don't have anywhere to park. Should look to make on street residents parking zones outside houses to free up spaces. Local community always placed at bottom of barrel.
Dartmouth	objects	travel 15 miles to work, parking on embankment is a joke and should have parking meters. Oct-may embankment blocked so visitors drive in and out. Permit prices go up but spaces taken up for events etc. Price gone up but value gets less and only can have one vehicle reg. If want people to use p&r need to be more efficient and work longer hours and have more buses
Dartmouth	objects	Lives in Dartmouth has no off st parking. Relies on permit. Feels residents are poorly served and come third to business and visitors. Dartmouth would be empty without residents out of season. If permit reduced then should allocate annual permits to full time residents first on a one permit per household. If this case would accept increase. If want more short stay parking need to improve p&r. Annual permit for resident no parking is essential not luxury so need be reasonable cost
Dartmouth	objects	On st parking not right balance in the town. Should intro on st residents permit scheme. Need to enhance p&r. Need to take care of locals first as without them wouldn't be any business etc. Motorhomes should be banned from the home and parking along embankment. Winter residents use mayors aver and without that wouldn't have as much income
Dartmouth	objects	totally unfair to full time residents. 70% permits one evening had business permits. They are too cheap and should be in excess £4k. Could lower time to max stay 2 hours for pay & display allowing locals change to get in for medical appointments etc. Residents permit not effective and blocks working people parking.
Dartmouth	objects	Mayors Ave long stay car park for holiday lets. Difficult to park for work, medical centre. Need to restrict overnight stays and get use P&R to free up spaces in town for residents, day visitors and workers. Price increase only effects local residents and workers therefore putting jobs at risk. Should increase in line with inflation and not large increase proposed. Don't have regular reliable transport. On st parking too unrestricted in winter and too restricted in summer. Need review embankment. Need to look at ev charging in town
Dartmouth	objects	residents and workers in businesses will suffer more than business permits due to difference in increase. Business can offset against income. Half car park used by business permits blocking spaces. Need to restrict numbers issued and ensure business permit holders use p&R between march - oct and mayors ave in other times . Needed joined up approach with DCC and need residents on st permit scheme

Dartmouth	objects	uplift in price extortionate and doesn't guarantee space. Proposal will stop local workers getting to work and will mean businesses close. P&R not included in permit. Should be like mevagissy and not allow parking other than residents and workers and all tourist use p&r
Dartmouth	objects	employ 30 people surrounding area who cant walk to work. Currently pay heavily to fight for parking in town. Need to expand P&R
Dartmouth	objects	The circling sharks of tourist going round can understand problem but thinks other way to reduce numbers. Could reduce those to second homes and holiday rentals to p&r only. Residents permits and leisure are only ones to benefit local living in sh and therefore strongly encourages to keep affordable. Thinks penalising residents who support in winter if not ghost town. If income should look to second home owners
Dartmouth	objects	residents who don't have parking its critical. Dartmouth relatively isolated and car essential. Proposal blatant profiteering and attack on venerable residents. Force cars to outer lying areas causing congestion 2nd home reliant on car park and bring in income to town need to have permit for out of season and enhance P&R for peak season. Business permit should allocate places on p&r only use mayors ave in winter. Need more signs directing to park & ride. Coronation park could be used for pay & display
Dartmouth	objects	Born bred in Dartmouth no option buy permit as no where else to park. Car park not taken up by residents but 65% holiday homes. Holiday Home permits should be least £3000. They should park at P&R and free up spaces for locals who don't earn enough to pay the price rise. Car essential in Dartmouth. Should enhance P&R and residents permits stopped. Town will die without local living here.
Dartmouth	objects	Would like residents permit changed to 10.30 as shops opening later.
Dartmouth	objects	disgusted at increase. Wages not increasing by 20/40%. Trying run local out of work in Dartmouth
Dartmouth	object	if goes ahead no option but to sell home and leave area. Need consideration for full time residents supporting town all year round.
Dartmouth	support/objects	Thinks permits should not be available for use in this car park but using price alienates majority of residents and only rich 2nd home owners benefit. Thinks should direct to p&r and enhance service
Dartmouth	support/objects	has residents permit but constantly full by holiday homes. They should only be valid at p&r not town centre car park to help day visitors and residents or convert coronation park to car park
Dartmouth	objects	disrespectful to full time residents. They are lifeblood of town. Need on street permit parking. This would free up spaces in car park. Thinks money making scheme to council and no benefit to locals.
Dartmouth	objects	Need to effectively manage on street enforcement. Should allow residents to park not visitors - permit times 6pm-9pm for residents
Kingsbridge	support	doesn't expect much of a discount verses the daily fees

Kingsbridge	objects	no time lack of spaces in quay or cattlemarket. Penalising residents who don't have access to car parking spaces. Should increase parking cost in peak holiday season for tourist and increase business permit. Second home owners should pay more in council tax. Cant afford increase.
Kingsbridge	objects	impact on business who just returning back to work. Rely on car to come to work in Kingsbridge. Increase higher than inflation
Kingsbridge	objects	make on street problem even worse
Kingsbridge	objects	Not enough space in car park and fore st not option wouldn't mind paying more for this but current system unfair
Kingsbridge	objects	Would like weekly tickets reintroduced. Preferred having more car parks to park in for higher price. Would like to see resident permit retained
Kingsbridge	objects	Challenge to recruit to posts compared to Plymouth and Bristol due to remoteness. They provide permits and this is often tipping point for attracting employees to Totnes and Kingsbridge. Employee 60 who use local garages, shops, supermarkets and local businesses need to support high st all year round
Kingsbridge	objects	proposal seeks create more spaces for visitors for 4 months of year and not protect locals. Parking so expensive in area. Lack free parking on fore st is problem so cant nip in shops. Don't earn enough wage to pay for permits. Taking away leisure permits is taking away fitness. new policy misguided and do more damage to locals struggling.
Kingsbridge	objects	concern about raising cost. Local business people cannot rely on public transport and need flexibility. Local business people underpin local economy. Business owners and employees contribute to local economy. Hard to recruit in rural areas if limited/prohibited parking. Permits are a necessity. Don't understand why want to give priority to visitors when employees, business and full time residents should have priority to ensure long term continuation of thriving towns. Should look at reserve bays that are used by second home owners
Kingsbridge	objects	appalled. Want to free up spaces but refuse to look after those that drive commerce all year round. Kingsbridge not Salcombe. If take parking away they will go elsewhere. Need to identify permanent residents of Kingsbridge and offer lower rate. second home /holiday homes pay higher rate. Could band sections of car park eg keep one area for visors and non permit holders, could find alternative car park to build.
Kingsbridge/Totnes	objects	catering holiday makers not locals. Not encouraging to work local.
Kingsbridge	objects	doesn't have anywhere else to park. Quay rarely full. Car parks not well maintained. Think should get cheaper rate
Kingsbridge	objects	not all residents have parking. Issue for only 6 weeks of year whereas local shop for rest. Without residents town will die. Meddling something that isn't a problem and pushing people out of towns
Kingsbridge	objects	single, one car on low income. Summer already challenging for locals without increasing price. Stop punishing locals.
Kingsbridge	objects	Thinks unfair on residents to favour tourist. Could we not provide privilege cards for residents offering reduced parking, preserve 30 min free on fore st and source new parking area

Kingsbridge	objects	feels only few key weekends it applies that the car parks at capacity and wants to see evidence for our assumptions. Feels increasing permits or restricting will not incentivise locals to spend money and will be pushed out to residential areas. Wants to see further research and thinks those residents with no off st parking should have 24/7 residents permit to encourage to stay and shop in the town.
Kingsbridge	objects	Resident of Kingsbridge see no shortage of parking. Never seen all car parks full creating a barrier to visitors. Have no parking so need permit. Unacceptable to inflict above inflation hike on permanent residents who have no alternative to buy permit. Shouldn't have one size fits all approach. In Dartmouth/Salcombe imbalance between demand and parking. Although businesses important shouldn't forget locals who pay council tax, support business all year round etc. believes burden should fall to visitors and business who benefit from visitors not local residents
Kingsbridge	objects	Fore St residents cannot park outside home. Permit system allows local to not pay tourist visitor rate current increase is too high especially when no choice but to park in car park. Wages low. Lower union rd. rarely full As permit don't guarantee space supplement p&d income. Fair system would be allocate permanent residents reduced rates. No direct contact from SHDC regarding proposal. Doesn't effectively manage car parks. Puts burden on street. If go ahead will effect health of town, services, club, community and general ethos of town. People will not live in streets with no parking so will remain empty
Kingsbridge	objects	too high increase. Shdc will kill shopping in towns. Need to build more car parks
Kingsbridge	objects	inflationary price rise acceptable but not 19-22%. Seems revenue exercise without soldiering alternative. Local residents and key workers bear burden of cost. Many people live in area make no financial benefit from visitors to area. Lack empathy with residents. MP evidence available show spaces aren't available for parking. Would like meet members and officer to discuss review before public meeting called for.
Kingsbridge	objects	parking chaotic and inefficient many years. Raising permits do nothing to help apart from make money for council. Locals must have priority as many houses without parking and poor public transport. Make a volatile situation far worse
Leisure	objects	should promote exercise. Too expensive for parking and membership propose should just increase price
Leisure	objects	plenty of space for visitors, discouraging exercise. More space if move recycling bins
Leisure	objects	vital to leisure centre. No other car park near by. Thinks will be end to centre. Sometimes cant park but would still require a permits
Leisure	objects	quay never full capacity. Using centre brings people into the town to shop. Discourage using sports centre jeopardising its future
Leisure	objects	bowling club and council joined together to create pool on agreement of parking. When developing the quay we didn't have issue with permits. Leisure brings people in 44 weeks of year. This will supress this
Leisure	objects	Don't remove leisure permits. Stop the parking on the South Embankment

Leisure	objects	permit encourages use of centre in area of insufficient public transport. Capacity in quay and cattlemarket rarely reached. Jeopardise leisure centre
leisure	object	price increase shocking. Removal leisure permit makes using centre unaffordable
leisure	objects	Throughout summer plenty spaces available
Salcombe	objects	Need parking for everyone not just day trippers. Need p&r run by SHDC. Price only effects local people.
business	objects	increase extortionate. Salcombe relies on tourism and therefore business rely on business permits. Wont free up space just give more money. Mean more park on residential streets
Salcombe	object	on residents permit scheme ineffective. Removing p&r makes mockery of situation. Council could create separate tourist class permit for Salcombe and Dartmouth which only valid in those towns would help small businesses to park
Salcombe	object	Too many permits given to 2nd home owners. Need alternative on outside of town. Reserved permits are joke as empty most of year
Salcombe	object	Need consideration full time residents in Salcombe. Works on water everyday with tools . Struggling to keep paying parking when business doesn't pay much. Need special local rates
Salcombe	support	As long as people work in Salcombe can still get permit it will be fine
Salcombe	object	Doesn't understand reasons for increase and Salcombe and Dartmouth always higher than elsewhere. Even though only renewals still be at higher amount for those often on lower salaries. Should look at reducing number of permits per household. Peak time could reduce boats to have more parking. Businesses were upset. Would not be able recruit staff in area.
Salcombe	object	increase cost no effect on 2nd home owners who just pass to customer. Drive few residents away from Salcombe. Better solution is rental and 2nd home owners use p&r freeing up spaces. Unfair tax on those who keep heart of town alive with many on min wage
Salcombe	object	price increase extortionate and over inflation. Need overhaul residents parking specifically second homes. They should be encourage to park elsewhere to free up space in town
Salcombe	object	concern about raising cost. Local business people cannot rely on public transport and need flexibility. Local business people underpin local economy. Business owners and employees contribute to local economy. Hard to recruit in rural areas if limited/prohibited parking. Permits are a necessity. Don't understand why want to give priority to visitors when employees, business and full time residents should have priority to ensure long term continuation of thriving towns. Should look at reserve bays that are used by second home owners
general	objects	reducing permit makes no difference. How many car parks does one town need. Leisure permits will effect those who want to get fit. Salcombe and Dartmouth overly busy in high season and cant manage numbers. Towns are oversubscribed. Our suggestions are unreasonable

general	objects	permits should only be issued to local addresses who live permanently in area. Also those who work in towns. Also issuing more permits than available should stop. Its not a cash cow
general	objects	terrible idea when residents have no choice to park elsewhere
general	objects	Shouldn't be increased. Hard for employees coming to work. Should be helping towns by offering free parking
general	objects	Problem not to do with permits but not enough parking available for residents and visitors. Need additional parking.
general	objects	would like to see weekly ticket for visitors who spend a lot of money in the area and should have hassle free parking.
general	objects	raising price of permit doesn't create more spaces. If permit holders are workers there will be no shops for visitors to go to so no car park income
general	objects	is making system fairer a way of making money for council. Parking problem in towns in SG is the attraction of the area to visitors and that will never change. Only way to improve is create more spaces. Why punish people who live and work here
general	objects	suggests to limit number of permits rather than the cost
general	object	understand importance of having enough spaces but tourist just spend few hours however residents rely on permits if no parking, work in towns and provide the shops visitors come to see. Increasing will make residents rethink living in town thus creating surge 2nd homes. Communities would become ghost towns.
general	object	could not consider weekly tourist pass for non residents help support economy
general/leisure	object	shockingly misguided plan. Removing leisure and bowling extraordinary idea when in interest of wellbeing. Permits help town thrive all year round. Should be reduced not increased for residents
general/leisure	object	leisure permit vital mental health and well being. If pay each time to park makes unaffordable to do having adverse effect on family. Permit price increase too high
general	object	all about visitors. Nightmare to park and think local people and those that work should have cheaper permits
general	objects	increase wrong when we continue to approve houses with no parking. Not fair resident with no parking should have prices linked to visitor day rate. Jobs have low salaries so unfair expect pay charges. Kingsbridge working town doesn't close in winter. raise fees for visitors who don't contribute not residents. Leisure and bowlers good for health and social lives ruin for getting more money for visitors. Leisure could be restricted to 2 hours. Don't need to encourage tourists as come anyway. Need help local people. Reserved bays always empty as wealthy 2nd home owner spaces. This should not be used as cash cow.
general	objects	people get paid pennies down here and we want to increase cost. Disgusting
general	supports	fine with proposal but would like to see more ev charge points

general	objects	Thinks permits should remain and there should be dedicated permit car parks. Price of pay & display and permits should be in the middle. Cutting number of permits will drive people away and there will be no worn or shops to visit
general	objects	residents must get priority
general	objects	careful not to kill the golden calf. If too expensive will make difficult for those live in adjacent to town will suffer as wont be able to park on the street. Shops will suffer as will park where free parking.
general	objects	without ability local residents to park will be no visitors as wont be able to get to jobs. Right to park near house
residents permit	objects	no parking at home. Not taking up space of shoppers. Better to not increase fee but hours available.
Totnes	objects	sizable sum for low income earners. Work long hours so public transport is not feasible. Car parks needed to enable us to travel to work
Totnes	objects	limited parking in Totnes only fri and sat when market. Heaths nursery and heath way only 50% occupied sun-Thurs. Price increase may deter some but doesn't solve problem for insufficient parking bays. Should acquire dairy crest site for parking. Have a p&R at follaton on sat
Totnes	objects	residents contribute more economy than visitors in more sustained way. Parking already challenging residents
Totnes	objects	residents need permit valid in any car. Pedestrianize high st and bring in more on st resident areas
Totnes	objects	objects as its inflationary and discriminatory. Unable to park on own land so no alternative to use car park. Believes favour casual visitor when residents contribute to council tax, shops ect
Totnes	objects	on st residents scheme narrow areas where people park pushing into car parks even though areas vacant as residents at work. P&R scheme would help issue. Businesses are outnumbered by residents and visitors and treated as though voice doesn't matter.
Totnes	objects	Need park Totnes each day and no option to have permit. Locals keep town running and we will ruin high street. Hard to keep people employed on high St. Not appropriate time to review issue. Duty to provide facilities to provide services in town
Totnes	object	15 years ago middas build homes and to compensate was to build deck car park in nursery - not fulfilled agreement which would be solution
Totnes	objects	Permit only option as business owner in town as commutes in and makes deliveries and collections to customers. Proposal flawed and mean permit not affordable questioning viability of town. No reliable public transport. Wont create extra spaces just increase revenue. Need a p&r in Totnes
Totnes	objects	Only works 2 days a week and has to pay more to park in Totnes

Report to: **Executive**

Date: **3 December 2020**

Title: **Housing Strategy Public Consultation**

Portfolio Area: **Homes (Cllr Hilary Bastone)**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: Upon the expiry of the Scrutiny Call-in period – 5.00pm on Monday, 14 December 2020

Author: **Isabel Blake** Role: **Head of Housing, Revenues & Benefits**

Contact: **01822 813551 isabel.blake@swdevon.gov.uk**

Recommendations:

That the Executive is recommended to:

- 1. approve the draft Housing strategy 2021-2026 for consultation;**
- 2. authorise the Head of Housing Revenues and Benefits to carry out a public consultation on the draft strategy; and**
- 3. note that a report on the outcome of the consultation will be brought back to the Executive in March 2021.**

1. Executive summary

- 1.1 The draft joint housing strategy for South Hams & West Devon sets out the priorities, opportunities and challenges for the next 5 years.
- 1.2 The Strategy is titled "Better Homes, Better Lives" and has clear links to health, wellbeing, and the climate agenda and is split into 2 themes, each with 3 priorities

Housing for Place

- Ensuring sustainable housing growth
- Promote balanced and sustainable communities
- Ensuring that homes support the health and wellbeing of the area

Housing for People

- Homes that support the Health & wellbeing of our residents
 - Make the best use and improve quality of existing housing
 - Ensuring that people can access the support and advice they require and make best use of data
- 1.3 The strategy has been developed by Members, Officers and through a partnership event and a rich evidence base. Wider consultation will inform work to date, and ensure we are accurately representing the priorities of our residents, stakeholders and partners.
 - 1.4 This report recommends that the Executive approve the draft strategy for consultation purposes and that the Council undertakes a public consultation commencing on the 7th December and running for 5 weeks.
 - 1.5 The results of the public consultation and the final strategy would then be considered by the Executive and Council in March 2021. This would be accompanied by a Year 1 delivery plan.

2. Background

- 2.1 As was highlighted in the October report considered by the Executive, the Council does not currently have a housing strategy however it is clear that Homes remains a corporate priority. Through Member workshops and questionnaires, we have set out the vision for what we want to achieve.
- 2.2 Since the October 2020 report, we have shared the draft priorities with a number of partners by holding an online workshop. The workshop was attended by representatives from 23 partner organisations to seek their views and to ensure that our partners felt the Council priorities would complement their own.
- 2.3 The session included an introduction of the key themes and we have been reassured by partner agencies that our priorities chime with theirs as a strategy for South Hams & West Devon and that "Better Homes, Better Lives" is a message they share in improving the wellbeing of our residents through the homes they live in. Wider public consultation will be the test of this.

3. Outcomes/outputs

- 3.1 It is important that the Executive considers the draft strategy as set out in Appendix A and ensure that it reflects Members priorities.
- 3.2 It is then proposed that the draft strategy be made available to a wide range of stakeholders including Residents, Government Departments, neighbouring authorities, statutory agencies, voluntary groups, Registered Providers, private developers and both the County Council and our Towns & Parishes for them to comment on.
- 3.3 In any other year we would have held a series of face to face events during the consultation period, however due to the restrictions on meeting and the increased workloads of our key partners related to responding to the pandemic the value of this is limited.

- 3.4 We will make the draft strategy available on the Consultation and Engagement Portal along with a summary of why we have chosen our priorities and some key statistics. We will then include a survey link to seek views of stakeholders and this is included as Appendix B to the report. In addition to this there will be opportunities for residents to comment via the each Council's Social Media channels.
- 3.5 All comments received will be reviewed and considered before a final version of the strategy is presented to Executive for approval and then Council for adoption.

4. Options available and consideration of risk

- 4.1 The Strategy is being developed at a time when there is a fast moving national policy agenda. The upcoming planning white paper could have implications for the future deliverability of the Strategy not least because of the proposed changes to the threshold for affordable housing.
- 4.2 We have also yet to fully understand the long term impacts that the Covid-19 pandemic will have on the Council and South Hams communities. We know that there will be increased financial challenges for individuals and families which will have an impact on the housing options available to them.
- 4.3 Given the uncertainties currently faced, it has been important to develop a Strategy with enough flexibility so that the Council can adapt to meet future demands but also to develop any possible opportunities that may present.
- 4.4 It is anticipated that this strategy will be considered for adoption by Council in March 2021. This is however dependent on future impacts of Covid-19 as many of the officers required to support the development of the Strategy are the same officers that have the knowledge and skills to support our communities should this be needed.

5. Proposed Way Forward

- 5.1 That the Executive agrees the draft Housing Strategy 2021-2026 "Better Homes, Better Lives" and that both South Hams and West Devon Councils begin public consultation from the 7th December 2021. This will be dependent on West Devon Borough Council also making the same decision at their Hub Meeting on the 1st December

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance		Whilst not a legal requirement to publically consult on a Housing Strategy it is best practice and is the best available gauge that our priorities are aligned to those of our communities.

Financial implications to include reference to value for money		There is a small cost, predominantly in Officer time preparing for public consultation.
Risk		It is our intention to adopt the strategy from 1 st April 2021. It is important to make a decision through this report to enable the maximum time for public consultation and to properly consider the responses and comments.
Supporting Corporate Strategy		Homes & Wellbeing
Climate Change - Carbon / Biodiversity Impact		There are actions in the strategy around climate change and carbon reduction, however this report and the request to go out to public consultation does not have any impact.
Comprehensive Impact Assessment Implications		
Equality and Diversity		We will be completing a full Equality Impact Assessment as part of the consultation
Safeguarding		None as a direct impact of this report
Community Safety, Crime and Disorder		None as a direct impact of the report
Health, Safety and Wellbeing		None as a direct impact of the report
Other implications		None

Supporting Information

Appendices:

Appendix 1 Draft Housing Strategy



South Hams & West Devon

Better Homes, Better Lives

Housing Strategy 2021-2026

www.southhams.gov.uk
www.westdevon.gov.uk



South Hams
District Council



West Devon
Borough Council



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Foreword

We are pleased to introduce the joint Housing Strategy of South Hams and West Devon Councils, which sets out our Housing Priorities for the next five years.

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This strategy comes at a time of great uncertainty for our Country following a year of restrictions and lockdowns as a result of the Global Coronavirus pandemic. A time when “home” took on a stronger meaning.

As our areas start to emerge and recover from the pandemic, it is important that we build back better, revisit our priorities and make commitments to change. That’s why we have called our strategy **Better Homes, Better Lives**.

Under our themes of Housing for Place and Housing for People we have listed our key priorities for the next 5 years. These are:

Housing for Place

- Ensuring sustainable housing growth
- Promote balanced and sustainable communities
- Ensuring that homes support the health and wellbeing of the area



Housing for People

- Homes that support the Health & wellbeing of our residents
- Make the best use and improve quality of existing housing
- Ensuring that people can access the support and advice they require and make best use of data



We want to deliver on these key commitments to ensure all our residents, current and future benefit from a strategy that makes the best of our beautiful natural environment, but also delivers for those who need it the most.



Cllr Hilary Bastone



Cllr Debo Sellis

Both our Councils have declared a climate emergency and greener initiatives that deliver on carbon reduction, green energy and improving homes in a sustainable way are key aspects of this strategy that we are keen to deliver for our residents and communities.

It goes without saying that the objectives of this strategy would not begin to be met without working in partnership with a great number of statutory and voluntary agencies. So we would like to extend our thanks to our partners for the part they play in the outcomes for our area.

We believe that through this strategy and it’s supporting delivery plans we have made clear our ambition for the next 5 years and how we will meet our future challenges, to ensure that both South Hams and West Devon continue to be great places to live.

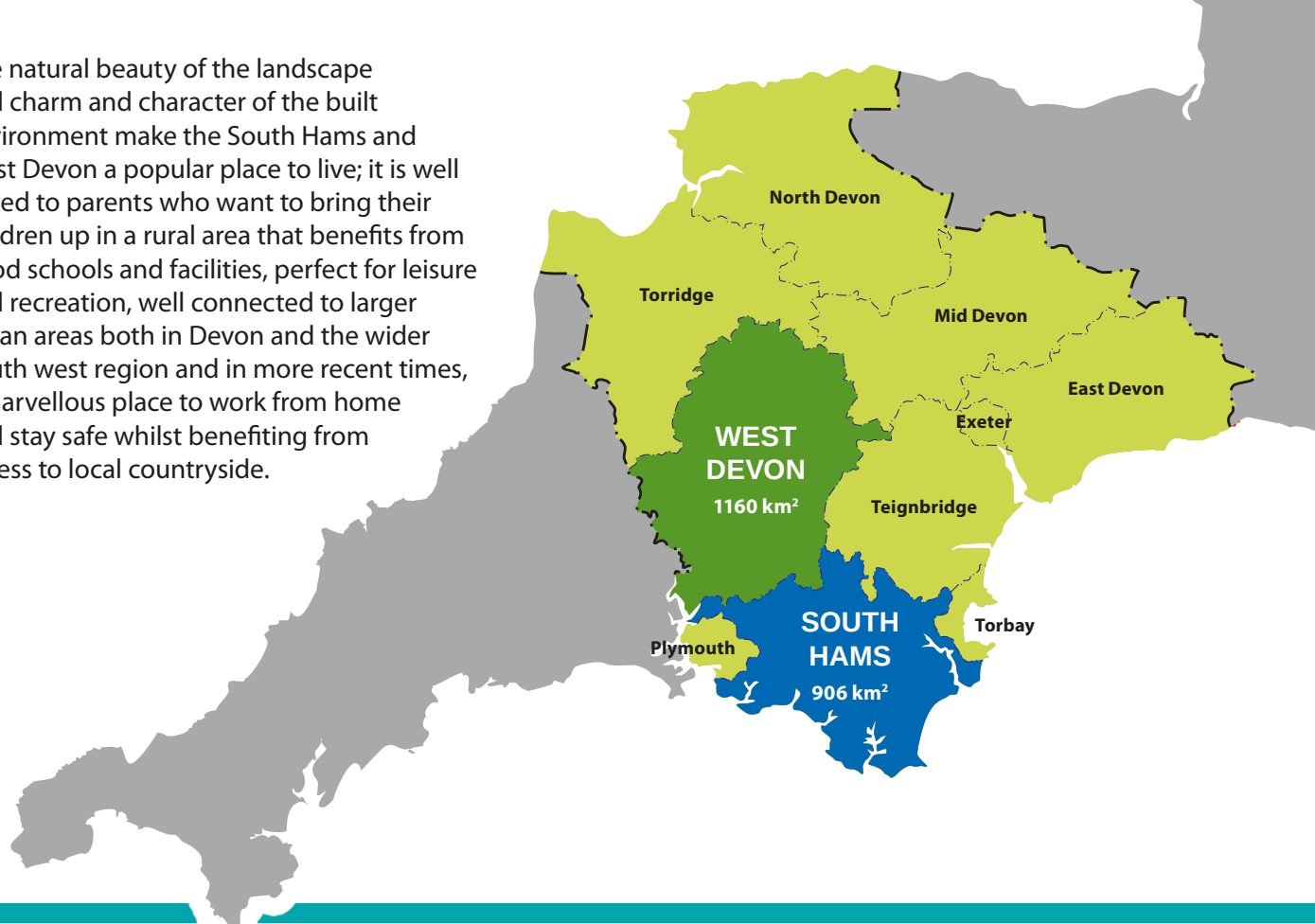
Cllr Hilary Bastone, South Hams District Council
Cllr Debo Sellis, West Devon Borough Council

Introduction



South Hams and West Devon occupy the south west corner of Devon and comprise a mix of traditional rural settlements and rolling agricultural landscapes. Between them the two local authority areas boast two Areas of Outstanding Natural Beauty, a National Park and a World Heritage Site. It is little surprise that both South Hams and West Devon boast enduring appeal for visitors, and the tourism industry remains an important element of the local economy.

The natural beauty of the landscape and charm and character of the built environment make the South Hams and West Devon a popular place to live; it is well suited to parents who want to bring their children up in a rural area that benefits from good schools and facilities, perfect for leisure and recreation, well connected to larger urban areas both in Devon and the wider South west region and in more recent times, a marvellous place to work from home and stay safe whilst benefiting from access to local countryside.



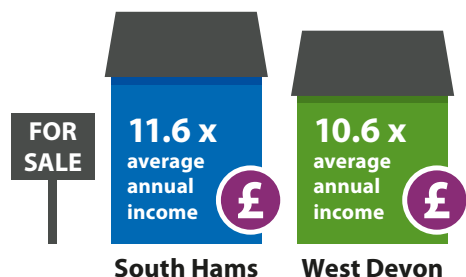


This popularity has over a number of years had an impact on the affordability levels of housing for local people. Average house prices have continued to rise well beyond the rise in the average local wage, making home ownership an unrealistic aspiration for many people living and working the area today. Most recent estimates show the average house costing 11.6 times the average wage in South Hams, and 10.6 times in West Devon.

The sensitive natural landscape present challenges in terms of building large numbers of new homes, and most of the towns and villages are ill-equipped to adapt to the additional of large scale housing development, with local infrastructure, particularly transport networks in town centres, unable to be adapted to accommodate significantly greater usage.

South Hams and West Devon are non-stock holding authorities, having transferred their housing stock in 1999 to Tor Homes and West Devon Homes (now LiveWest). The Councils have retained their strategic housing responsibilities and continue to act as the enabler of affordable housing. We also deliver a range of vital services including housing allocations and homelessness support, aids and adaptations and ensuring decent housing standards

Understanding the key characteristics of a place can help to devise plans for the future that will deliver healthy and well-balanced communities that are resilient to change. In order to create a housing strategy for South Hams and West Devon, it was important to know what issues needed to be addressed. Whilst the affordability challenges are well understood, the implications of this are less well known, for both the built environment and the people that live in South Hams and West Devon.



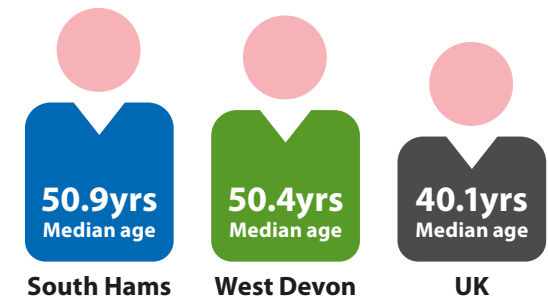


People

One associated impact of ever-increasing house prices is the continued shift in demographic profile for both South Hams and West Devon. Whilst the age profile for the UK in general shows a gradual increase in life expectancy, this is more acute in rural areas where house prices extend far beyond local wages. The median age in South Hams at 2017 was 50.9, and in West Devon 50.4. This is compared to a median age of the UK in 2017 of 40.1. This has a detrimental impact on community resilience, and will create a disproportionate amount of pressure on certain local services such as healthcare facilities, whilst undermining the viability of services required by younger age groups like schools and further education facilities.

The economic displacement of younger age groups will be a sustained result of increases in both the median age increase and house prices in South Hams and West Devon. This brings with it serious social challenges that are difficult to address within the limited remit of a local authority. Indeed the social impact of market failures to provide sufficient housing options for lower income groups will only get worse unless there is direct policy intervention to deliver a broader range of housing types and tenures; this will allow local areas the flexibility to meet specific local needs, either through bespoke lettings plans or through the creation of specific local housing policies in neighbourhood plans.

Whilst available information helps to provide an understanding of an area, it does not always provide an accurate picture, and the use of averages can often hide inequalities that sit at either end of the spectrum. There is anecdotal evidence of an increase in home ownership from people outside Devon since the start of lockdown in March 2020. These home owners are relocating to a more desirable area, and taking advantage of the fact that very few people needed daily access to their place of work, indeed in a lot of cases people were actively discouraged from physically going to work. There is a chance that if remote working remains the norm for many people, the baseline data for average earnings in South Hams and West Devon will be artificially increased by virtue of people living in the area but working further afield in areas where average earnings are typically much higher. The displacement of people earning lower wages does not mean that the affordability problem has gone away, but simply that the people earning lower wages can no longer afford to live in the area, and have had to find somewhere to live in a cheaper area.



Place

It is not unusual to find rural areas that have a higher than average proportion of larger dwellings than urban areas. The built form is often less dense in rural areas, with smaller homes easier to build at a higher density within towns and cities. The most recent census data shows that the dwelling stock in South Hams and West Devon is distinctly different from the national average. Both areas have far fewer one and two bed homes, 34%, than the national average for England which is 40%. The same is true at the other end of the spectrum, with the housing stock of South Hams and West Devon comprising an average of 27% of four and five bed homes compared to 19% nationally.

Household sizes have been getting smaller for a number of years, and this trend is projected to continue well into the medium term, and is just as applicable to rural areas as it is for urban areas. The difficulty this creates is that with every passing year the housing stock of South Hams and West Devon is becoming less aligned with the needs of the households that live in these areas. Combine this with the fact that larger homes typically cost more in South Hams and West Devon than in many other parts of the country, and you get a formula for further economic and social displacement for people living here. Of course many people will choose to under-occupy their home because it allows for flexibility of use like working from home or for accommodating occasional guests.

The proportion of homes that are significantly under-occupied in South Hams and West Devon however is also well above the national average. This identifies homes with at least two unused bedrooms, and data shows that 46% of homes in both South Hams and West Devon are considered to be significantly under-occupied compared with the national average of 34%. It may be that the home owners do not wish to live in smaller accommodation, but the data suggests a housing stock that does not align well with household sizes, and without a significant increase in the delivery of smaller homes this trend is only going to get worse.

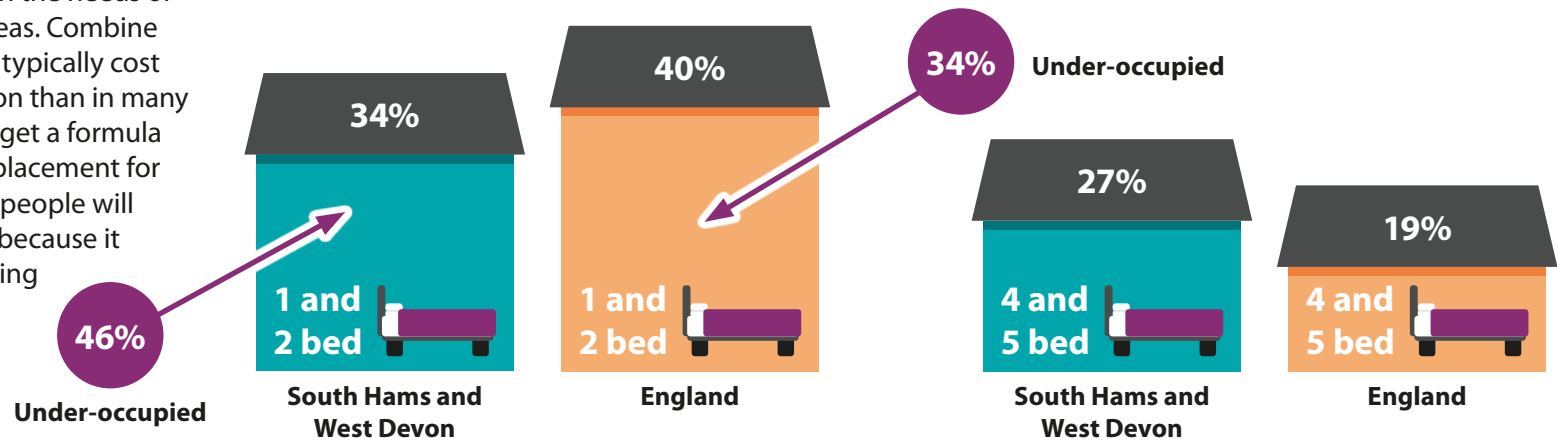
There are also pockets of poor quality housing located in South Hams and West Devon that feature both disrepair and overcrowding. The quality of housing has a direct impact upon the health and wellbeing of its occupants. Housing conditions can influence our physical health, for example, a warm and dry house can improve general health outcomes and specifically reduce respiratory conditions. However, housing also

has a huge influence on our mental health and wellbeing – for example children living in crowded homes are more likely to be stressed, anxious and depressed, have poorer physical health, and attain less well at school. (Reference; The Health Foundation 2017)

Equality of opportunity is an ambition that both South Hams and West Devon Councils aspire to deliver for our communities. South Hams and West Devon Councils have created a housing strategy that responds to the challenges faced by certain sectors of our community, by:

- Driving the delivery of new homes that people can afford and meeting the different needs of our communities
- Ensure the best use and improved quality of existing housing

Success for the South Hams and West Devon Housing Strategy will be measured in how we respond to these priorities and deliver **“Better homes, Better lives”**.



Policy & Context



The South Hams & West Devon Housing Strategy 2021-2026 has been developed against a backdrop of Covid-19 and also the UK leaving the European Union. Both of these are likely to have consequences for the local housing market in relation to the economy and health & wellbeing. The strategy has been designed with flexibility for us to continue to strive to meet our priorities.

This strategy in its development has had regard to both local and national policy and a number of complex legal duties and powers. For it to be successful it must integrate across the Council, its corporate plan and priorities and should be read within the context of all the Council's strategies.

National Housing Context

Housing remains a key element of political debate, with interdependencies on a number of other areas including health, wellbeing, welfare reform and economics. It is likely to remain this way for some considerable time.

Some of the national priorities include:

- Building more housing to meet demand
- Delivering more affordable housing
- Welfare Reform
- The Planning white paper Planning for the Future: Planning Policy changes in England in 2020
- Preventing Homelessness
- A Government commitment to halving rough sleeping by 2022 and ending it by 2027.
- Improving standards in the Private Rented Sector

- Health & Safety in the social housing sector (Following the Grenfell Tower disaster)

- Support for first time buyers

Furthermore Homes England – the Government sponsored national agency for housing acceleration has 6 key objectives to assist in housing delivery through grant funding and expertise assistance which have been published in their Strategic Plan 2018/19-2022/23. South Hams District Council has secured Investment Partner status with Homes England in order to directly draw down grant funding.



Local Priorities

Adopted Local Plans

The local authority areas of South Hams and West Devon include large parts of Dartmoor National Park, where Dartmoor National Park Authority (DNPA) is the local planning authority, with an adopted Local Plan, and an emerging new Local Plan for the National Park. Outside Dartmoor, South Hams and West Devon, together with Plymouth published their Joint Local Plan in 2019 which sets out the shared direction of travel for the area up to 2034, bringing together the vision for the growth and transformation of Plymouth with the approach of fostering sustainable thriving towns and villages in the surrounding rural areas.

Vision for Plymouth and South West Devon

Plymouth and South West Devon will be a highly successful sub-region, whose people and businesses benefit greatly from having both a

major city and a network of high quality market towns and sustainable rural settlements, set within beautiful and natural environments. It will have made the most of its economic, social, cultural, heritage and natural assets, and its settlements will play complementary and mutually beneficial roles for the urban and rural economy.

Development will be delivered proactively, meeting the needs of its people for new homes, jobs and services, and will recognise the diversity in characteristics between our urban, sub-urban and rural areas. We will be a good neighbour to neighbouring areas and play a key economic and social role both in the region and beyond.

South West Devon's Thriving Towns and Villages will be thriving rural communities where the following outcomes have been met:

- Residents are empowered to create strong communities.
- Places are created for enterprise to thrive and business to grow.
- Homes have been built to meet local needs.
- The services and facilities which meet the needs of our communities have been secured.
- The built and natural environment has been protected, conserved and enhanced.
- The past is celebrated and our heritage for the future is protected.



Dartmoor National Park

Dartmoor National Park is in the process of adopting a new Local Plan. The Local Plan for Dartmoor reflects that National Parks were created with two purposes. These shape what the National Parks are, the reason for their designation and how they should be managed. There is also a socio-economic duty upon the Authorities themselves.

- ◆ **First Purpose:** To conserve and enhance the natural beauty, wildlife and cultural heritage of the area.
- ◆ **Second Purpose:** To promote opportunities for the understanding and enjoyment of the Special Qualities of the National Park by the public.
- ◆ **Duty:** To seek to foster the economic and social wellbeing of the local communities within the National Park.

All relevant authorities, including South Hams and West Devon Councils, are required by law to have regard to National Park purposes.

Dartmoor National Park has a strong focus upon sustainable development, with affordable housing to meet local needs a key priority. Its Vision includes:

- ◆ **Decent Homes:** There is access to well-designed, energy efficient and affordable housing for those who contribute to Dartmoor's thriving communities.
- ◆ **A place to do business:** Businesses which respect, value and contribute to Dartmoor's Special Qualities have the opportunity to thrive and innovate.
- ◆ **Prosperous and vibrant communities:** Dartmoor's towns and villages provide opportunities for communities to thrive.
- ◆ **Exemplars for outstanding development:** All new development has a character which respects local distinctiveness, vernacular and materials, and leads the way on sustainable building.

Corporate Strategy

Responding to the Covid-19 pandemic has caused both Councils to consider its priorities and is in the developmental stages of introducing a new corporate plan with a new set of priorities. This may adjust the delivery plan of the Housing Strategy but it is not anticipated it will change the priorities. Indeed the existing priority for Homes is "enabling the homes that meet the needs of all" through the Covid 19 recovery planning it was clear that Members wished to be more ambitious with their aim which has been changed to "**Better Homes, Better Lives**".



Climate Emergency

Both South Hams & West Devon declared a climate emergency in 2019 and plan to adopt a climate change and biodiversity strategy in December 2020.

The following commitments have been made:

- That the Councils aim to reduce its organisational carbon emissions to net-zero by 2030;
- That the Councils commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce both councils carbon emissions to net zero by 2050 at the latest;
- That the Councils aim for a 10% Biodiversity Net Gain in the habitat value of its green and wooded public open space by 2025;

Dartmoor National Park Authority declared a climate emergency in July 2019, and have adopted an action plan that is intended to ensure the organisation is net zero carbon by 2025. DNPA are also active participants in the Devon Climate Emergency Response Group.

The aims of the Housing Strategy must wherever possible, contribute positively to these commitments, and in doing so also seek to address fuel poverty, the cost of home ownership and other key housing outcomes.

Other related policies and strategies

This is a list of policies that have been used in the formation of this strategy which can all be found on our websites www.westdevon.gov.uk and www.southhams.gov.uk. Whilst they all have their own set of priorities, it is our intention to revisit them and ensure they help to deliver the priorities set by this strategy:

- Community Housing Strategy
- South Hams & West Devon Investment Strategies
- Asset Management Strategy
- Homeless Strategy 2017 - 2022
- Rough Sleeper Strategy
- Private Sector Housing Renewal Policy
- Tenancy Strategy
- Devon Home Choice Policy
- South Hams & West Devon Allocation Policies
- Safeguarding Policy
- The Tenants Incentive Scheme
- Devon County Councils Housing and Accommodation Strategy
- Local letting policies

The Housing Strategy 2021-2026 will rely on a number of key partnership arrangements to deliver the priorities, which in turn will deliver positive outcomes for a range of different organisations and their priorities. It is both Councils ambitions to strengthen partnership relationships. Working together is key to make a success of this strategy and to deliver **“Better Homes, Better Lives”**.

Reducing our Carbon Footprint and increasing Biodiversity



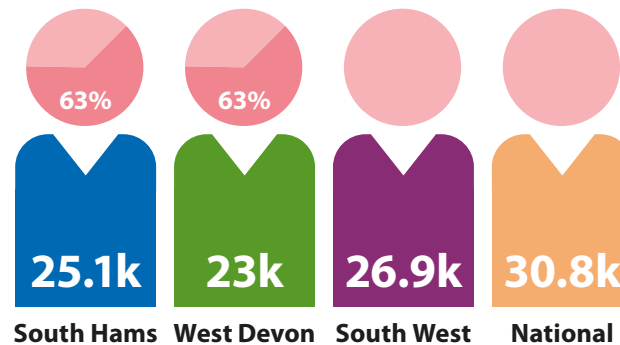
The Evidence Base



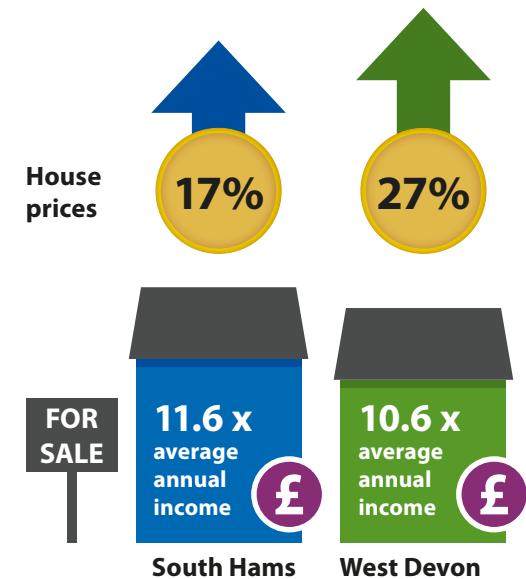
The Council has gathered evidence from a number of different sources to inform the Housing Strategy. The key headlines arising include:



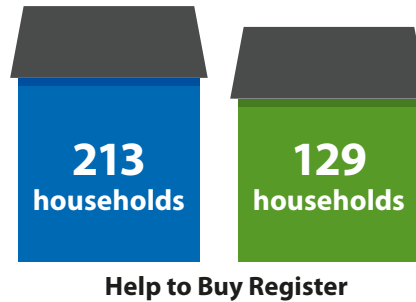
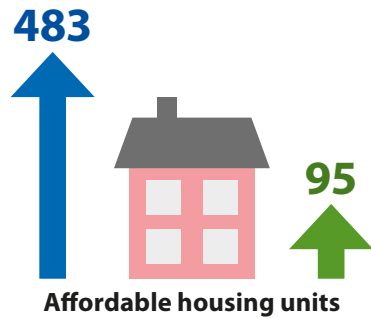
Demographic projections suggest a 5% increase in population in the next 5 years in the South Hams and 4% increase in West Devon. 20% of the current population in South Hams and West Devon are aged 70 plus and this is set to increase over the next 20 years. (Census 2011 & NOMIS).



63% of residents in South Hams and West Devon are economically active with median earnings of £25,104 and £23,083 respectively. This represents a lower level than the South West regional average of £26,946 and the national median of £30,800. (ONS).



House prices have been increasing in the area with a 27% increase in house prices in West Devon in the last 5 years and a 17% increase in the average house price in South Hams. The ratio of lower quartile house price to lower quartile gross earnings has correspondingly increased such that it is now 11 times the average earnings in South Hams and 10.42 in West Devon. (ONS).



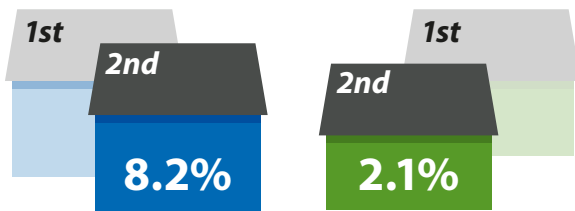
Waiting list Need by property	South Hams	West Devon
1 bed	57%	50%
2 bed	28%	28%
3 bed	12%	16%
4+ bed	4%	6%

Since 2016/17, South Hams has enabled 483 units of new affordable housing and West Devon 95 units.

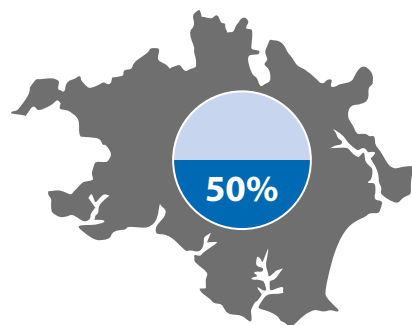
There are 213 households on the Help to Buy Register in the South Hams and 129 households in West Devon. (Help to Buy South).

The Council's Housing Register has approximately 2,000 households registered, and 70% of those earn less than £20,000 per annum. (Devon Home Choice).

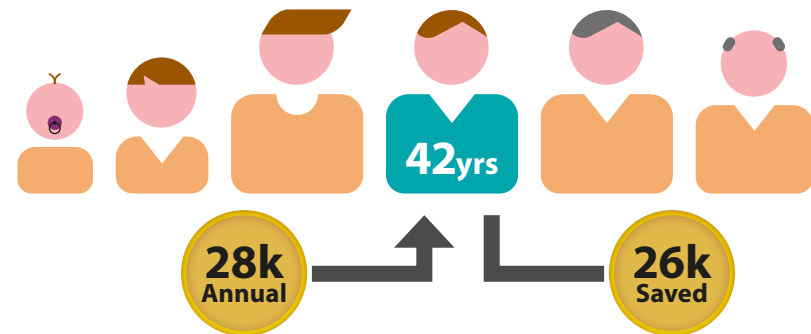
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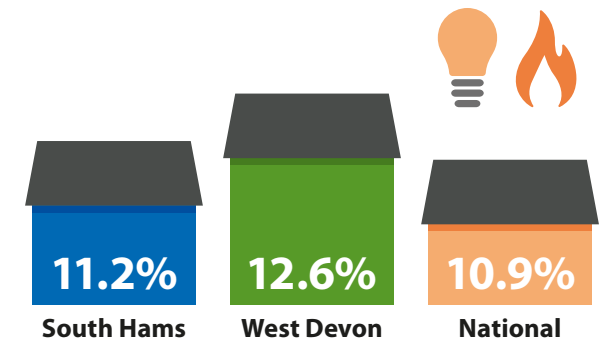
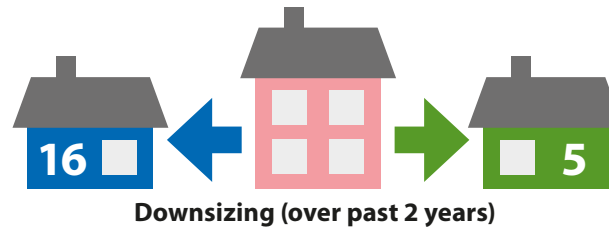
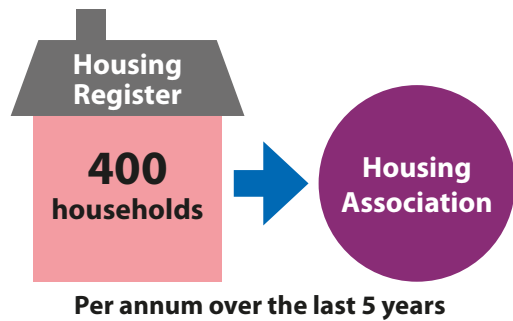
8.2% of the total dwellings in the South Hams are second homes with up to 50% in some areas. In West Devon the figure is 2.1%. The availability of housing is further restricted by many otherwise available homes being registered as a holiday homes business.



The average customer seeking shared ownership in South Hams and West Devon is 42 years old, earns £27,891, and has savings of £25,818. (Help to Buy South).



The Council's Housing Register	South Hams	West Devon
Active applications	1261	810
% of households with income < £25,000 (includes '0' answers)	83%	79%
No. of active applications where at least one household member is under 65	1038	699
% of above households where main applicant is in work	45%	40%
% of above households where at least one household member is in work	49%	47%



On average, over the last 5 years, South Hams and West Devon nominated 400 households from the Housing Register to housing association homes per annum. (*Devon Home Choice*).

Over the past 2 years, The tenants Incentive scheme has supported 16 households in South Hams and 5 households in West Devon to downsize to smaller accommodation. This has resulted in those larger size social housing properties becoming available for use by families who need them, via the housing register.

Levels of fuel poverty in the District and Borough are above the national average, affecting occupants of existing housing stock. The national average proportion of households in fuel poverty in 2017 was 10.9% compared to West Devon 12.6% and South Hams 11.2%.

Private Rentals	Average Rental Per Month	Max Local Housing Allowance - renting from a private landlord	Average Rental Per Month	Max Local Housing Allowance - renting from a private landlord
1 bed	£538	£449	£468	£449
2 bed	£650	£599	£595	£585
3 bed	£825	£730	£750	£695
4+ bed	£1,120	£899	£995	£850

The local rented housing market has become increasingly expensive, including the social housing sector, and the proportion of net income required to cover housing costs for low income households has increased.



To reduce fuel poverty the Council has been active in ECO funding and Warm Front funding as part of the Central government's Energy Company Obligation scheme. It successfully brought in over £1.2 million in SH and WD in 2019/20.

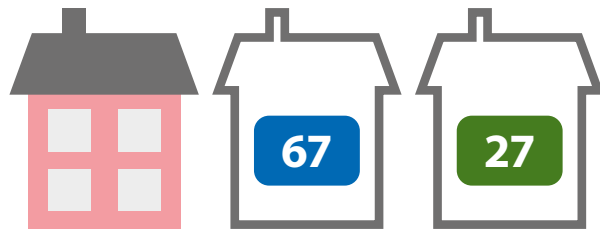


◆ The ability of a person to remain healthy in their own home is greatly improved by the provision of a disabled facilities grant (DFG). 75 DFGs were made in West Devon and 104 in SHDC in 2019/20.



◆ In 2019/20 228 Households in West Devon saw their homeless prevented following an intervention from the Council. This was 348 households in South Hams.

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◆ In 2019 there were 67 properties identified as being long term empty properties in South Hams and 27 in West Devon. This is 0.14% of the total housing stock in South Hams and 0.10% of the total housing stock in West Devon.



◆ The Councils are reimbursed for their Housing Benefit expenditure by central Government. This figure for 2019/20 includes all tenure types i.e. social housing, supported housing and private rented sector housing.



Better Homes, Better Lives

Our Themes



Housing for Place

Driving the delivery of new homes that people can afford and meeting the different needs of our communities.



Housing for People

Ensure the best use and improved quality of existing housing



Reducing our Carbon Footprint and increasing Biodiversity



Working with partners



Theme 1

Housing for Place

Driving the delivery of new homes that people can afford and meeting the different needs of our communities.

Under this theme we have three headline priorities:

Place Priority 1

Ensuring sustainable housing growth

Place Priority 2

Promote balanced and sustainable communities

Place Priority 3

Ensuring that homes support the health and wellbeing of the area

Place Priority 1: Ensure sustainable housing growth

Housing needs to be delivered in places that are well served with services and amenities, and in sufficient quantity to meet the identified housing needs of the area. If new development is going to contribute to making better places for people to live, we need to look beyond the number of new houses, and ensure that new homes are of the right type, in the right place and are accessible for those in most need. In meeting this priority we can be sure that the new homes that are delivered in the plan area can be considered genuinely sustainable.

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How we will deliver

- Use strategic planning policy to ensure sustainable housing growth.
 - ➔ Through the JLP deliver 7,000 high quality, sustainable and affordable housing during the lifetime of the plan across South Hams and West Devon.
 - ➔ Continue to drive the JLP affordable homes agenda.
 - ➔ Support the application of DNPA sustainable development policies that require new housing to meet identified local housing needs.
- Support opportunities for self-build.
- Explore the concepts of the Council as a developer and landlord of new housing.
- Support alternative ways to deliver affordable housing and manage local housing needs, such as co-operatives and community land trusts.
- Encourage provision of a wide range of housing options including social housing, managed shared accommodation and managed intermediate assured short hold private rental, part ownership and market sale.
- Invest in affordable housing with and without Joint Venture (JV) partners where it improves affordable housing and “placemaking” outcomes.
- Support creation and development of Neighbourhood plans with Town & Parish Councils and Local community groups.
- Work creatively with Devon County Council to provide quality specialist adapted housing and housing for people requiring support to live independently, to be managed by SeaMoor Lettings.
- Redevelop existing homeless provision in West Devon to ensure good quality accommodation for people when they need it the most.
- Build genuinely affordable high quality housing for our communities through a cost efficient standardised model.
- Achieve high quality environmental standards (for affordable housing at the right price) - utilising modern energy efficient methods of construction (modular construction, using recycled materials where possible to reduce the embodied carbon in their construction and securing new tree planting to aid carbon sequestration where possible.
- Work with Homes England to maximise grant funding for housing wherever possible to help achieve genuinely affordable pricing levels.
- Encourage opportunities for people interested in custom build / self-build development, both within community housing schemes and wider housing delivery.
- Work creatively with RPs and Homes England to draw down investment to deliver more affordable housing including more social rented homes.
- Utilise Section 106 Affordable Housing Contributions and other funding available to the Council’s in the most effective way.
- Work collaboratively with communities in the formation of Neighbourhood Plans to deliver the right development available to meet local needs.

Place Priority 2: Promote Balanced and Sustainable communities

The long term resilience of rural communities depends upon having a diverse housing stock that can meet the needs of a wide range of households. By ensuring that new development adds diversity to the housing stock we can help ensure our communities are inclusive and equitable places to live, and that can create communities that are well prepared to respond to change.

Place Priority 3: Ensuring that homes support the Health and Wellbeing of the area

The Council wants to meet the housing needs of all communities and the challenges of an ageing population. This Strategy aims to promote the best use of current housing stock, whatever the tenure, and enable new housing that is built to a standard that will enhance the health and wellbeing of future occupants.

How we will deliver

- Actively encourage housing developments that reduce carbon footprint, fuel poverty and will be resilient to future changes in our climate.
- Ensure developments contribute to biodiversity net gain wherever possible.
- Support the creation of innovative neighbourhood plan policies that are responsive to local housing needs.
- Innovate the delivery of key worker housing to meet localised need.
- Promote effective partnership working to meet the needs of Gypsy and Travellers.
- Utilise existing policies and strengthen them into the future, to ensure the reduction of housing carbon footprints, aiming for carbon neutral development as standard.

How we will deliver

- Plan for future health needs.
- Support an appropriately located planning application for an Extra Care housing scheme in West Devon.
- Ensure new affordable housing for older people adequately meets future needs (including mobility needs and issues such as dementia), in locations close to local amenities and of a design and type that is attractive to older people.
- Encourage the development of energy efficient affordable homes to reduce carbon emissions and reduce household heating costs.
- Enable wheelchair standard accommodation on new housing developments in line with adopted planning policy requirements to actively increase the stock of this type of affordable housing.



Theme 2



Housing for People

Ensure the best use and improved quality of existing housing

Under this theme we have three headline priorities:

Priority 1

Homes that support the Health and Wellbeing of our residents

Priority 2

Make the best use and improve the quality of existing housing

Priority 3

Ensure that people can access the support and advice they require and make best use of data

People Priority 1: Homes that support the Health and Wellbeing of our residents

The Councils are compelled to addressing hardship, deprivation, ill health and inequalities that exist within our areas.

How we will deliver

- Promote and support energy efficiency in homes.
- Ensure the Private rented sector meets the requirements of The Domestic Minimum Energy Efficiency Standard (MEES) Regulations.
- Proactively support independent living and also support people with disabilities to remain in their homes through disabled facility grants and make effective use of the better care fund.
- Optimise matching of adapted housing stock to those most in need through the Disabled Adapted Needs Panel.
- Develop a Fuel Poverty Action Plan; that will incorporate closer working with partner organisations, that Pool knowledge and resources to ensure that fuel poor residents receive support; Target wards which have higher fuel poverty rates than the regional average. Target all F & G rated properties.
- Assist self-funders of disabled adaptations to make informed choices and support them with trusted contractors at a fair price.

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People Priority 2: Make the best use and improve the quality of existing housing

The Council is committed to making better use of already existing housing to meet the needs of residents.

How we will deliver

- Seek to expand our own in-house private lettings service Seamoor Lettings.
- Encourage long-term empty homes back into use.
- Develop proactive relationships and work collaboratively with Registered Providers for mutual benefit and to improve standards in Registered Provider housing stock.
- Embed and implement a new Tenancy Strategy to supersede the current out of date version.
- Address under occupation & overcrowding within social housing stock and by doing so reduce length of time on the housing register.
- Promote the Tenants Incentive Scheme to encourage and incentivise tenants in social housing to downsize.
- Work with our partners to seek re-development opportunities to enhance the current housing stock and to meet the needs of residents.
- Work with our Registered Provider partners to identify and improve issues in their stock.
- Work with Registered Providers to deliver low cost aids and adaptations in their housing stock to support their tenants and develop improvements in the recording and identification of adapted units within the existing affordable housing stock.

- ◆ Develop and promote an intermediate housing register specifically for key workers with supply from the private rented sector through Seamoor and property developed by the Councils.
- ◆ Monitor and actively promote high standards in the rented sector and take appropriate action where standards are not being met, to tackle disrepair, poor housing conditions and criminal landlords.
- ◆ Support and encourage new, high quality and well managed, Houses in Multiple Occupation in the local area, including offering a management service ourselves, whilst licensing all HMOs that are subject to mandatory licensing.
- ◆ Deliver Private Rented Sector Landlords' & Letting Agents' Forums and other networking opportunities for private landlords; promoting the events widely and using them to consult the Private Rented Sector on the issues that are affecting them.
- ◆ Meet the priorities of our standalone Homeless Strategy and Rough Sleeping Strategy.
- ◆ Promote, deliver and review the Council's private sector renewal policy and home adaptation policy to ensure it makes a positive difference to people's lives and meeting locally identified need.
- ◆ Support Tenants and stand firm in situations where Landlords attempt retaliatory evictions.



People Priority 3: Ensure that people can access the support and advice they require and make best use of data

The Council will adopt an intelligence led approach to early identification of needs. This will ensure future plans and resources can be directed to those in the most need.

How we will deliver

- ◆ Work with partners to reduce anti-social behaviour in our neighbourhoods.
- ◆ Prevent homelessness.
- ◆ Ensure that people who need to use our service can continue to access it when required.
- ◆ Ensure people can access services with a range of communication options quickly and efficiently in a way that is appropriate to their needs and regularly share information.
- ◆ Create advice and information sharing pages including interactive functioning for questions posed. Consider using social media platforms and email sign up for bulletin updates.
- ◆ Interrogate new Census data to predict future housing trends and needs.
- ◆ Regularly communicate with residents, agencies, partners and our Communities to ensure an up to date, two way, understanding of current needs and services.
- ◆ Achieve Dementia Friendly Status as a Council and work towards becoming a dementia friendly district and borough.
- ◆ Collaborative working with other authorities to share best practice.
- ◆ Work proactively with the data available in the DHC register to identify trends and potential solution on a local and individual level.

Resources

The Councils has had its resources severely tested during the response to Covid-19 and the downturn in income from core finance streams such as car parking and licensing.

By operating as a shared workforce on behalf of West Devon & South Hams, each Council saves around £3.9m in South Hams & £2.2m in West Devon in staffing costs. We have also reduced our workspace significantly in the last 5 years operating from a fraction of our existing offices, renting the majority of the building to tenants both in the private and public sector. Nevertheless the Council's resources are limited.

This strategy is dependent on a partnership approach to deliver outcomes for our Residents. Our priorities are not ours alone and are shared by a great number of other services such as Health, Social Care, Criminal Justice, Community Safety Partnership as well as Registered Providers, house builders and developers.

Both South Hams & West Devon have declared a climate emergency. Therefore this strategy cannot be at odds with our priorities around reducing our carbon footprint and priorities for biodiversity This will prove challenging, particularly in relation to for example fuel poverty

In terms of delivering on the priorities of this strategy, the Housing functions for the Council are funded through a mix of council tax, Government grant funding and a rebate from the Department of Work & Pensions for Housing Benefit and additional funding for both Councils discretionary housing payment fund.

The Council maintains a Capital Programme, a community housing programme and receives developer contributions in lieu of onsite affordable housing contributions. In South Hams there is also capital receipts from former Council Property (Which was transferred to Tor Homes, now Livewest in 1999) sold through the Right to Buy to tenants who were formally tenants of the Council. Whilst this still provides income at the moment this will decrease gradually over the next few years such is the length of time since the stock transfer and number of original tenants from that time. In West Devon the agreement was different and the minimum number of properties has not yet triggered any income to the Council.

Both Councils deliver a Disabled Facility Grant (DFG) programme using allocated Better Care Funding from Devon County Council. Devon County also provide a grant to assist with the homeless prevention of 16 & 17 year olds and children leaving care.

Whilst the current funding arrangements at the moment ensures we continue to receive a flexible homeless support grant, which was the replacement funding for replaced temporary accommodation subsidy in and additional homeless prevention grant to use on measures and activity to prevent people.

The Council continues to submit bids and access funding where possible from the Ministry of Housing, Communities and Local Government (MHCLG) and Homes England.

Staffing and budgetary resources required to deliver the ambitions in the Strategy will be set out in detail in the Operational Delivery Plan and will be fully costed.

Monitoring of this housing strategy

The Housing Strategy has a lifespan of 5 years.



Producing it during the covid-19 pandemic, which no doubt will have far reaching consequences into the future both economically and for health & wellbeing has proved to be challenging. New priorities may emerge and legislation may fundamentally change. However, It is likely that both Councils will want to continue the themes they seek to deliver through this strategy.

The Housing Strategy will be subject to an annual review, which seeks endorsement of our partners and our Elected Members. It is anticipated that we will make our updated delivery plan available annually in the spring with a progress report setting out our key challenges for the forthcoming year and achievements of the last.

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Annual Delivery Plan



This strategy document highlights the priorities for both Councils and high level plans to deliver them.

An operational delivery plan will be developed annually with SMART (Specific, measurable, achievable and timely) actions which will be regularly monitored and reviewed.

It is anticipated that there will be a requirement to be flexible because of the current unprecedented times and the strategy, as a live document will be subject to change over its lifespan.

Glossary

Affordable Housing	<p>Affordable housing includes social rented, affordable rented and intermediate housing (including Low Cost Home Ownership options), provided to eligible households whose needs are not met by the market.</p> <ul style="list-style-type: none"> ◆ Affordable rented housing - Rented housing let by Registered Providers to households who are eligible for social rented housing. Affordable rent is subject to rent controls that require a rent of no more than 80% of the local market rent. ◆ Intermediate rented housing - Housing at prices and rents above those of social rent but below market price or rents. ◆ Social rented housing - Rented housing owned and managed by Local Authorities and Registered Providers for which guideline target rents are determined through the national rent regime.
Allocations policy	<p>The way in which homes owned by the local authority and registered providers are let. The scheme sets out who will be prioritised for these homes and how they will be allocated.</p>
Balanced community	<p>A community in which the mix of housing types and tenures is appropriate to the size, character and function of the area and will therefore be different depending on the community in question.</p>

Category 1 Hazard	<p>Housing Standards - A category 1 hazard is a hazard that poses a serious threat to the health or safety of people living in or visiting a home. Examples can include a leaking roof, mould on the walls / ceilings, excess cold, exposed wiring or overloaded electrical sockets, a dangerous or broken boiler etc. There is a scoring system to assess whether any hazard is 'Category 1'. Councils must take action to remove or reduce Category 1 hazards.</p>
Community Land Trust	<p>Community Land Trusts are a form of community-led housing, set up and run by ordinary people to develop and manage homes as well as other assets. CLTs act as long-term stewards of housing, ensuring that it remains genuinely affordable, based on what people actually earn in their area, not just for now but for every future occupier (National Community Land Trust Network).</p>
Custom build	<p>Custom build homes are where an individual or a group works with a developer to help deliver a home. The developer may help to find a plot, manage the construction and arrange the finance for the new home. This is more of a hands-off approach compared to self-build but the home will be tailored to match the individuals/groups requirements.</p>
Devon Homechoice	<p>The Council's Allocations Scheme</p>
Decent Homes Standard	<p>Quality standard for public sector housing designed to ensure minimum Standards for kitchens, bathrooms, heating and general repair.</p>

Empty Home (long term):	A home that has been unoccupied for more than six months Fuel poverty: Fuel poverty in England is measured using the Low Income High Costs (LIHC) indicator. Under the LIHC indicator, a household is considered to be fuel poor if: <ul style="list-style-type: none"> ◆ They have required fuel costs that are above the average (the national median level), and ◆ Were they to spend that amount they would be left with a residual income below the official poverty line
Fixed term and flexible tenancies:	New types of tenancies for social or affordable housing which were introduced from April 2012 and which landlords have the option to use instead of the secure tenancies which have traditionally been used in the sector. Where a secure tenancy lasts indefinitely, a fixed term or flexible tenancy will be reviewed after a set period of time and may not be renewed.
Fuel poverty:	A term used to refer to households with high heating costs relative to income. In 2013 the government changed the definition and methodology used to calculate fuel poverty although the basic principle remains the same.
Help to Buy:	A government scheme offering mortgage guarantees or equity loans for people who want to buy a home.
Homes and Communities Agency (HCA):	A government agency with responsibility for housing and regeneration including providing investment for new housing development and acting as the regulator for social housing providers in England.
Local Housing Allowance:	The type of Housing Benefit paid to people who rent their home from a private landlord. The rate is calculated based on how many bedrooms the household needs. It does not apply to people renting from a registered provider.
Local Plan:	The key document setting out the strategic policies upon which local planning decisions will be based with regard to new housing, community facilities, shops and employment.

New Homes Bonus:	A grant paid to councils by the government for increasing the number of homes in their areas, including new builds, conversions and long-term empty properties which have been brought back into use.
Registered Provider:	A term used to refer to any Registered Provider of Social Housing, previously known as Registered Social Landlords (RSLs). The local authority, housing associations and
Rough sleepers:	Homeless people who do not have anywhere to spend the night and end up sleeping rough. This could include urban streets, car parks etc., but in Devon also includes more remote and rural areas where people are less likely to be disturbed.
SHMNA – Strategic Housing Market Needs Assessment:	The Government’s National Policy Planning Framework (NPPF) requires each Local Authority to undertake a SHMNA as part of the evidence base required to inform Local Plans. A SHMNA seeks to assess the long term need and affordability of housing in the area, and is based on demographic and economic trends. The latest SHMA for South Hams and West was published in 2017.
SHWD:	South Hams District Council and West Devon Borough Council
Single-room rate entitlement:	The rate of Local Housing Allowance for single people with no dependents under the age of 35 who live in the private rented sector. It is based on the cost of renting a room in a shared house.
Social housing:	A general term used to refer to any housing that is rented from the local authority, a housing association or other registered provider at a social or affordable rent.
Universal Credit:	A new benefit being introduced to replace Jobseeker’s Allowance; Employment and Support Allowance; Income Support; Housing Benefit and Tax Credits.
Welfare reform:	A term used to refer to a series of changes to the benefit system introduced by the government since 2012 including high profile changes such as the ‘bedroom tax’ and Universal Credit among many others.

***Better Homes,
Better Lives***



South Hams
District Council

www.southhams.gov.uk



West Devon
Borough Council

www.westdevon.gov.uk

Report to: **Executive**

Date: **3 December 2020**

Title: **Allocation of Section 106 Funds for Open Space, Sport and Recreation Projects**

Portfolio Area: **Cllr Jonathan Hawkins**
Executive Lead: Parks and Play Parks, Leisure and Health and Wellbeing

Wards Affected: **Bickleigh and Cornwood**
Dartington and Staverton
Ivybridge West
Marldon and Littlehempston

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: **Upon the expiry of the Scrutiny Call-in period: 5.00pm on Monday, 14 December 2020**

Author: **Alexis Huggins** Role: **Specialist – Place Making (Open Space, Sport and Recreation)**

Lisa Buckle
Director of Strategic Finance (section 151 Officer)

Contact: **E-mail: alexis.huggins@swdevon.gov.uk**
E-mail: lisa.buckle@swdevon.gov.uk

Recommendations:

Allocation of s106 funds for OSSR listed in Table 1 (Bickleigh and Cornwood; Dartington and Staverton; and Ivybridge West wards)

- 1. To approve the release or allocation of s106 funds for Open Space, Sport and Recreation projects as set out in Table 1.**
- 2. That where a project is identified, that agreement of specific details be delegated to the Head of Place Making in consultation with the Ward Member(s) and Portfolio Holder.**
- 3. Agreement to any substitution of alternative projects to those identified in Table 1 shall be delegated to the Head of Place Making in consultation with the Ward Member(s) and Portfolio**

Holder subject to the alternative being in accordance with the s106 agreement.

Allocation of s106 funds for OSSR listed in Table 2 (Marldon and Littlehempston ward)

- 1. To approve the allocation of up to £45,000 towards the renewal of Torfield play area subject to the conditions set out in paragraph 5.12 of the report.**
- 2. That the conditions be discussed at a meeting of elected members of the Parish Council, the District Council and members of the Marldon community, facilitated by officers from the District Council.**
- 3. That approval that the conditions set out in paragraph 5.12 of the report have been met be delegated to the Director of Place and Enterprise in consultation with the Ward Member, Portfolio Holder and Head of Legal Services.**
- 4. To approve the allocation of the remainder of the funds available in Marldon in accordance with a Parish OSSR Plan.**
- 5. That agreement of details of specific projects within the OSSR plan to be delegated to the Head of Place Making in consultation with the Ward Member and Portfolio Holder.**

1. Executive summary

- 1.1. The Council has a key role as Local Planning Authority in securing funds for appropriate mitigation projects in relation to development. These funds can be deployed either directly on Council projects or released to Town/Parish Councils, community groups and other organisations to develop projects that assist in mitigating the impact of developments. The current mechanism for securing funds is through Section 106 (s106) of the Town and County Planning Act 1990.
- 1.2. The Council has secured s106 funds for a number of Open Space, Sport and Recreation projects. The Council's Financial Procedure Rules require that where expenditure is proposed over £30,000 that this be authorised by Executive. The purpose of this report is to request the release or allocation of s106 funds over £30,000 for delivery of a number of projects.
- 1.3. The release of funds will allow the provision of enhancements to open space, sport and recreation facilities to mitigate the impacts of specific developments.
- 1.4. The report anticipates expenditure of both funds already held by the Council, but also those committed in s106 agreements but yet to be triggered by development. This is to allow a long term and comprehensive approach to be taken to projects and, in particular, allow Town and Parish Councils, community groups and other organisations to plan and phase projects and maximise chances to gain match funding from other sources.
- 1.5. The report also considers the application from Marldon Parish Council for £45,000 s106 funds for the renewal of Torfield play area (see paragraphs 5.9 – 5.16).

2. Background

- 2.1. Where development creates an impact on a local community it is appropriate that reasonable mitigation be put in place to deal with that impact. Where the impact can't

be mitigated on the site then it is appropriate to seek financial contributions for offsite projects. The current mechanism for this is through agreements signed under Section 106 of the Town and Country Planning Act 1990. For Open Space, Sport and Recreation, financial contributions have been sought in accordance with the planning policy in place at the time of planning permission (previously DPD policy CS8 and the 2006 Open Space, Sport & Recreation Supplementary Planning Document and currently Joint Local Plan Policies DEV4 and DEV27 and the JLP Developer Contributions Evidence Base 2020).

- 2.2. Under the Community Infrastructure Levy (CIL) (Amendment) (England) (No.2) Regulations 2019 there are clear constraints on the collection and use of s106 funds. The purposes to which the funds are applied must be:
 - Necessary to make the development acceptable in planning terms;
 - Directly related to the development; and
 - Fairly and reasonably related in scale and kind to the development.
- 2.3. From April 2015 until September 2019 there were restrictions on the pooling of planning obligations. Only five s106 contributions could be pooled for use on the same infrastructure project (dating back to March 2010). Where historically s106 agreements often referred to improvements to open, space, sport and recreation facilities within a parish/across the District, during this period agreements typically named a specific project(s) based upon evidence of need¹.
- 2.4. The pooling restrictions were lifted on 1 September 2019, although the constraints on the collection and use of funds listed at 2.2 above still need to be taken into account.
- 2.5. The Council has secured s106 agreements for Open Space, Sport and Recreation projects in the following wards:
 - Bickleigh and Cornwood;
 - Dartington and Staverton;
 - Ivybridge West; and
 - Marldon and Littlehempston.
- 2.6. Some of this money has already been received by the Council and the remainder has been secured through s106 agreements and will be received by the Council when the relevant triggers detailed in the agreements are met. It does need to be noted that if development doesn't advance that the contributions won't need to be made.
- 2.7. Once received, funds are held in ring fenced accounts by the Council and projects are then developed to deliver the required outcomes – with opportunities to maximise benefits and to lever in additional funding being key outcomes from such projects. Some projects take place on Council land but a significant number take place on third party land. Where they take place on third party land the funds are offered by way of a conditional grant which secures the Council's interests and the specific requirements of the s106 agreement.
- 2.8. The Council's Financial Procedure Rules require that where expenditure is proposed over £30,000 that this be authorised by Executive. Detailed proposals regarding the expenditure of secured s106 funds can be found in section 5 of this report.

3. **Outcomes/outputs**

¹ The Evidence Base includes the 2015 Playing Pitch Strategy, 2017 Open Space, Sport and Recreation Study (including Greenspace and Play Audits) and other relevant Town/Parish documents including Neighbourhood Plans.

- 3.1. The desired outcome is the provision of enhancements to open space, sport and recreation facilities to mitigate the impacts of specific developments.
- 3.2. In combination the received and anticipated funds will deliver a significant number of facility improvements across the South Hams. Early agreement of the funds allows projects to be planned and phased and maximises chances to gain match funding from other sources.

4. **Options available and consideration of risk**

- 4.1. The Council has a legal obligation to spend the s106 funds in accordance with the agreements. There are two main alternative approaches for expenditure of the s106 funds:

Option 1 – The Council develops and delivers projects

- 4.2. The first option is for the Council to develop and deliver projects. This allows more control over project plans and potentially more certainty that they will be delivered in accordance with the requirements of the s106 agreement. However there is an implication in with regard to time resource, and other partners may be best placed to develop projects, lead community consultation and bring in other funds, especially when projects are taking place on their land.

Option 2 – The Council passes funds to community groups/other organisations to develop and deliver projects

- 4.3. The second option is to pass s106 funds to Town or Parish councils/community groups/other organisations to develop and deliver projects. Where the Council has done this in the past, the offers of grants have been made with the appropriate terms and conditions securing the interest of the Council and ensuring that the requirements of the s106 agreements are adhered to.
- 4.4. The Council has also promoted the development of Town or Parish Open Space, Sport and Recreation Plans which help to determine the local priority for spend on Open Space, Sport & Recreation. These plans are informed by the relevant evidence base for the Joint Local Plan, namely the Playing Pitch Strategy and Open Space, Sport and Recreation Study (including Greenspace and Play Audits).
- 4.5. The Neighbourhood Planning process also provides an opportunity for communities to consider the priorities for investing s106 funds in open space, sport and recreation projects.
- 4.6. The Council is keen to maximise benefits for communities by ensuring that match funding is sought wherever possible.
- 4.7. In reality it is likely that some projects will be developed and delivered via Option 1 and some via Option 2.

5. **Proposed Way Forward**

- 5.1. Proposals for the expenditure of secured s106 funds are detailed below.
- 5.2. Table 1 overleaf details proposed projects for consideration and agreement in the following wards:
 - Bickleigh and Cornwood;
 - Dartington and Staverton; and

- Ivybridge West.

- 5.3. Table 2 overleaf details the proposed projects for consideration and agreement in the Marldon and Littlehempston ward. This expenditure would be subject to the conditions set out in paragraph 5.12.
- 5.4. The penultimate column in Tables 1 and 2 lists the project(s) on which it is proposed the funds be spent. Note that in many cases a specific project(s) has already been named within the s106 agreement based upon evidence of need.
- 5.5. Funds identified for release are either already held in a Council account or have been secured through a s106 agreement with funds due to be received when the relevant trigger detailed in the agreement is met. No project funds will be released until all supporting payments have been received from the developer and banked by the Council to allow the full costs to be covered.
- 5.6. The figures given in Table 1 may vary due to:
- Inflationary adjustments that will take place between the point at which the 106 is signed and the point at which the payment is received.
 - The majority of contributions are subject to a 5% monitoring fee which will be deducted.

s106 Funds over £30,000 for Open Space Sport and Recreation Projects in Bickleigh & Cornwood; Dartington & Staverton; and Ivybridge West

- 5.7. Consultation with the Ward Member(s) and the Portfolio Holder (taking into account the views of the relevant Town or Parish Council) will be undertaken to finalise the specific details of identified projects in Table 1.
- 5.8. In recognition that Ward Members and Town and Parish Councils might have different suggestions for projects, alternative projects to those identified in Table 1 may be substituted subject to Ward Member and Portfolio Holder agreement (as well as compliance with the s106 agreement).

s106 Funds over £30,000 for Open Space Sport and Recreation Projects in Marldon & Littlehempston

- 5.9. The available s106 funds in Marldon parish are £129,976.48 towards the provision or improvement of open space, play, sports, recreation and community facilities.
- 5.10. Marldon Parish Council has submitted an application to SHDC for £45,000 s106 funds towards the refurbishment of Torfield Play Area. The application was received on 13th October 2020.
- 5.11. Within the application from the Parish Council there is evidence of community support for the proposals in the form of e-mails to the Parish Council. Further e-mails of support have been submitted to the Council in recent weeks. However, from the questions submitted to the question time at the Executive meeting held on 22nd October 2020, it is clear that some members of the community have concerns about the project. The concerns raised relate to the following:
- Public consultation – was sufficient consultation undertaken and was it advertised sufficiently?
 - Tendering process - Was the tendering sufficient and were the contractors given the same brief?
 - Final quotation – no final confirmation

- Funding – no confirmed funding in place
 - Feasibility – concerns over ground conditions (hard bedrock close to surface)
 - Refurbishment – has due consideration been given to refurbishment and improvement of current equipment?
- 5.12. Given the concerns raised, and in order to ensure the correct use of public funds, it is recommended that the allocation of up to £45,000 towards the renewal of Torfield play area be approved subject to the Council being satisfied that Marldon Parish Council has:
- a) Undertaken an appropriate level of public consultation;
 - b) Carried out a fair, transparent and objective procurement process; and
 - c) Secured match funding for the remainder of the project.
- 5.13. It is proposed that the above points be discussed at a meeting of elected members of the Parish Council, the District Council and members of the Marldon community, facilitated by officers from the District Council.
- 5.14. Subject to 5.13, the Director for Place and Enterprise, in consultation with the Ward Member, Portfolio Holder and Head of Legal Services will be authorised to say whether the conditions set out in paragraph 5.12 have been met.
- 5.15. It is recommended that the remainder of the funds available in Marldon are allocated in accordance with a Parish OSSR Plan.
- 5.16. Parish OSSR Plans ensure that all local OSSR projects are considered and prioritised in consultation with local sports clubs, community groups and parish residents. This ensures the most effective allocation of any available s106 funds. OSSR Plans will need to be compliant with CIL Regs and should be informed by the relevant evidence base for the Joint Local Plan, namely the Playing Pitch Strategy and Open Space, Sport and Recreation Study (including Greenspace and Play Audits).
- 5.17. Consultation with the Ward Member and the Portfolio Holder (taking into account the views of the Parish Council) will be undertaken to agree details of specific projects within the OSSR plan.

Table 1: s106 Funds over £30,000 for Open Space Sport and Recreation Projects in Bickleigh & Cornwood; Dartington & Staverton; and Ivybridge West

Parish	Site & Related Planning Application	Ward	Financial Contribution or Contribution Remaining	Status	Purpose of s106 funds	Proposed project(s)	Spend or commit by
Bickleigh	Allern Lane, Tamerton Foliot 04/1129/15/F (APP/K1128/W/16/3167179)	Bickleigh & Cornwood	£103,029.56	Funds received	Towards improvements to football pitches at Aylesbury Crescent and the Roborough Sports Ground	Aylesbury Crescent (Plymouth City Council area) and the Roborough Sports Ground	13/02/2025
Dartington	Brimhay Bungalows 14/0142/15/F	Dartington & Staverton	£44,752.50	Funds received	Improvements to either Gidley Meadows play area, a new MUGA at Meadowbrook or drainage improvements to Dorothy Elmhist Recreation Field	Gidley Meadows Play Area (c.£15,000 to be matched with SHDC capital) MUGA at Meadowbrook Drainage at Dorothy Elmhist Recreation Field	No time limit
Ivybridge West	Land at Woodland Road (Phase 2) 3954/17/FUL	Ivybridge West	£35,000 £166,705	£97,231.11 received to date, remaining 50% on occupation of 75% of dwellings.	Towards the extension of Ivybridge Cemetery Towards the purchase of additional land for pitches in Ivybridge; and/or Clubhouse Extension and pitch improvements for Ivybridge Football Club at Erme Valley Playing Fields; and/or Improvements to and extension of changing facilities for Ivybridge Rugby Club; and/or Upgrade of All Weather Pitch with Community Use Agreement at Ivybridge College.	Extension of Ivybridge Cemetery Purchase of additional land for pitches in Ivybridge Clubhouse Extension and pitch improvements for Ivybridge Football Club at Erme Valley Playing Fields (Clubhouse extension c.£94,000) Improvements to and extension of changing facilities for Ivybridge Rugby Club Upgrade of All Weather Pitch with Community Use Agreement at Ivybridge College (£50,000)	1 st instalment to be spent by 15/05/2030

Table 2: s106 Funds over £30,000 for Open Space Sport and Recreation Projects in Marldon and Littlehempston

Parish	Site & Related Planning Application	Ward	Financial Contribution or Contribution Remaining	Status	Purpose of s106 funds	Proposed project(s)	Spend or commit by
Marldon	Moorview 34/2184/13/O	Marldon & Littlehempston	£129,976.48	Funds received	Towards the provision or improvement of open space, play, sports, recreation and community facilities	Tor Field Play Area - up to £45,000. Subject to the conditions set out in section 4.2, Appendix 1. Remainder TBC via OSSR Plan	07/07/2027

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	<p>s106 agreements are secured under Section 106 of the Town and Country Planning Act 1990 to support projects that mitigate the impact of development.</p> <p>The Council has an obligation to spend the funds in accordance with the terms of the agreement.</p> <p>Under the Community Infrastructure Levy (CIL) (Amendment) (England) (No.2) Regulations 2019 there are clear constraints on the collection and use of s106 funds. The purposes to which the funds are applied must be:</p> <ul style="list-style-type: none"> • Necessary to make the development acceptable in planning terms; • Directly related to the development; and • Fairly and reasonably related in scale and kind to the development. <p>The Council has powers to promote wellbeing under the General Powers of Competence in the Localism Act 2011.</p>
Financial	Y	<p>The Council's Financial Procedure Rules require that where expenditure over £30,000 is proposed that this needs to be agreed by Executive.</p> <p>Proposals for expenditure over £30,000 are set out in section 5.</p> <p>The expenditure relates to s106 funds specifically for the purpose of mitigating impacts from development. The parameters for expenditure (in particular the location and type of project that can be supported) are prescribed in the s106 agreement.</p> <p>It is noted that in delivering a project, any organisation is expected to follow its own Financial Procedure Rules (including procurement).</p>
Risk	Y	<p>There is a risk of funds not being spent in accordance with the s106 agreement. To address this, where any s106 funds are passed to community groups to develop and deliver projects,</p>

		<p>offers of grants will be made with appropriate terms and conditions securing the interest of the Council and ensuring that the requirements of the s106 agreements are adhered to. If ambiguity exists over the appropriateness of a project, agreement of the developer will be sought.</p> <p>Some s106 agreements have 'clawback' clauses allowing the developers to be re-paid the money if it is not spent within a certain timeframe. Thus there is a risk of communities losing out if money is not spent within the specific timeframes. Careful monitoring will prevent this from happening. In addition the development of town/parish Open Space, Sport and Recreation Plans (where relevant) ensures that priorities are known and that projects can be readily progressed.</p> <p>There is a risk of funds not being allocated in accordance with community aspirations and that community benefits may not be secured for the long term. The development of town/parish Open Space, Sport and Recreation Plans (where relevant) ensures that the town/parish priorities are known. All plans for expenditure will be agreed with Ward Councillors and Town/Parish Councils and will need to comply with the s106 agreement and pooling restrictions. Any recipients of grant offers will need to hold necessary powers and have a suitable organisational structure in place. Where necessary Community Use Agreements will be implemented to secure long term community use.</p> <p>There is a risk that the requirements of the Council's Financial Procedure Rules will not be met. All payments will be made in accordance with the Rules and contracting/tendering procedures where relevant.</p> <p>It is noted that in delivering a project, any organisation is expected to follow its own Financial Procedure Rules (including procurement) and the District Council may ask for evidence that these have been followed (e.g. as a condition of grant, or in assessing a project proposal).</p>
Supporting Corporate Strategy	Y	The allocation of s106 funds supports the Corporate themes of Communities and Wellbeing.
Climate Change – Carbon/Biodiversity Impact		Projects need to take into account climate change and biodiversity impact, minimising impacts as far as possible.

Comprehensive Impact Assessment Implications		
Equality and Diversity	Y	Projects need to address accessibility issues to ensure access to all wherever reasonable and practicable.
Safeguarding	N	N/A
Community Safety, Crime and Disorder	N	N/A
Health, Safety and Wellbeing	Y	Enhancements to Open Space, Sport and Recreation facilities are closely linked with improved health and wellbeing.
Other implications	N	

Supporting Information

Appendices:

None

Background Papers:

None

Report to: **Executive**

Date: **3 December 2020**

Title: **Schools' Recycling Service**

Portfolio Area: **Environment - Cllr K Baldry**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y / N**

Date next steps can be taken: Immediately following

Author: **Natalie Johnson** Role: **Senior Specialist (Waste)**

Contact: **01822 813407/email: natalie.johnson@swdevon.gov.uk**

RECOMMENDATIONS:

That the Executive approve:

- 1. the proposal for a continuation to the free recycling service for schools (option 1) as set out in 4.2 of this report; and**
- 2. the related policy to this proposal, attached as Appendix A.**

1. Executive summary

- 1.1 The Council currently provides a free recycling service to schools using the domestic collection rounds. As the domestic service is set to change in March 2021 it will no longer be possible to collect from schools in the current manner.
- 1.2 The free recycling service is a discretionary service which has been offered at the cost to the Council and in recent years has begun to compromise the domestic collection rounds.
- 1.3 The report recommends continuing the provision of a free service to schools using the domestic rounds. In order to reduce the burden this service has on the domestic collection rounds the containers used will be aligned with the new domestic recycling service and limit on number of containers will be introduced.
- 1.4 Where schools generate recycling above the limits they will be required to arrange a trade recycling collection.
- 1.5 Schools currently using the free recycling service have been consulted in advanced of this report.

2. Background

- 2.1 Currently, the Council offers a free recycling service to 35 schools across the district which mirrors the service offered to households and is collected by the same vehicles. All schools use the clear and blue recycling sack service while 11 schools have brown bins for mixed garden and food waste. No schools receive a refuse collection as part of the domestic service, though some use the Council trade waste service for their refuse collection.
- 2.2 The current service has no formal policy or limits on the amount of recycling schools can put out for collection and this has resulted in more and more recycling being presented by schools. Each fortnight, the amount of recycling produced by the 35 schools is equal to that produced by at around 200-250 households. The majority of schools produce between 20-50 sacks a fortnight, however some larger schools produce over 100 recycling sacks a fortnight. This has put considerable strain on the domestic service which is now being compromised by the free collections.
- 2.3 Most other waste collection authorities in Devon offer a limited free service and require schools to arrange a trade waste collection for anything above the limit.
- 2.4 Schools can also choose to use a private contractor for the removal of recycling, as they all do for their refuse collection. A few smaller rural schools can find it difficult to arrange a financially viable collection with a private contractor due to their location and low levels of recycling created.
- 2.5 In March 2021, the Council will be introducing a new recycling service to all households. The new household service will offer a weekly collection of dry recycling and food waste and be facilitated by new containers for households and new kerb-side sort vehicles. Brown bins will be for garden waste only.
- 2.6 When the domestic service changes, it will no longer be possible to collect from schools in the current manner.
- 2.7 A consultation with the schools using the service was undertaken during October and November 2020. Details of this consultation are detailed below in 4.1.

3. Outcomes/outputs

- 3.1 A recycling service for schools needs to support the desire to encourage recycling in schools without compromising the domestic collection service which the Council is legally obliged to provide.
- 3.2 The policy needs to be agreed and schools notified of the changes in advance of the domestic recycling service change in March 2021.

4. Options available and consideration of risk

- 4.1 The proposed service outlined in 4.2 and further detailed in Appendix A has been presented to those schools using the existing service for consultation. 21 of the 35 schools responded, of which 9 said they would be able to cope with the proposed

number of containers, 2 were unsure and 11 said they would need additional collections. Most admitted that they currently used the service primarily to recycle packaging from their catering operations rather than waste generated from classrooms.

4.2 **Option 1 (recommended) – Free recycling service**

- a. The Council collects a limited amount of recycling from schools (6 boxes and 2 reusable sacks) free of charge. Schools receive a weekly collection on the domestic rounds and would be required to sort their recycling in a similar way to households to align with the new recycling service.
- b. The service would only be offered to schools using the existing service and would include dry recycling only. Brown bin collections will cease the start of the new domestic service in March 2021.
- c. Where schools produce recycling above the limit they can either become a Council trade customer, as described in 4.3, or engage a private provider to collect.
- d. Appendix A details the proposed policy for this service.
- e. This recommendation should help encourage larger schools to opt for a trade recycling service which better fits their needs while not putting smaller schools, who may struggle to find a private provider, at a disadvantage.
- f. This recommendation could be seen as a reduction in service however a free recycling service for schools is a discretionary service which has been provided at the continued cost to the Council. As the Council continues to face financial challenges, discretionary services must be reviewed.
- g. Providing an unlimited free recycling service to schools would not only be detrimental to the domestic collection service but would be unappealing to schools who would likely struggle to sort the recycling in the way required.

4.3 **Option 2 – Charged recycling service**

- a. The Council would cease its free recycling service for schools at the start of the new domestic service in March 2021. Schools could either sign up to the Council's trade service or seek a private provider.
- b. Most schools may find that a trade service would better meet their needs in terms of reduced sorting of recycling and better storage.
- c. Withdrawal of the free service could cause reputational damage however a free recycling service for schools is a discretionary service which has been provided at the continued cost to the council. As the Council continues to face financial challenges, discretionary services must be reviewed.

- 4.4 Both options have the potential to generate income through the Council's trade waste service though this is not guaranteed and is difficult to predict as schools could chose to arrange collections with a private contractor.

5. Proposed Way Forward

- 5.1 It is proposed that the Executive approve the recommendations as detailed in this report.
- 5.2 If approved, all participating schools will be notified of the new service in advanced of the new recycling service. Any schools with brown bins will have these removed ahead of the start of the new domestic recycling service in March 2021.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance		<p>The Controlled Waste (England and Wales) Regulations 2012 deem waste from premises forming part of a university, school or other educational premises to be household waste for the purposes of charges that can be made for its collection and disposal. The Regulations provide that a charge for the collection and disposal can be applied to waste from premises forming part of a university school, or other educational establishment, except where collection of waste from those premises was being undertaken prior to 6th April 2012, in such cases a charge can be applied for the collection but not disposal.</p> <p>Under the Resource and Waste Management Strategy for Devon and Torbay, Waste Collection Authorities in Devon will offer a recycling collections service to schools.</p> <p>Schools are classed as waste producers under the Environmental Protection Act 1990 and therefore have a Duty of Care as set out in Section 34(1) of that Act.</p>
Financial implications to include reference to value for money		<p>The provision of the existing service costs the Council, £18,310 annually, £523.14 per school (the service is provided to 35 schools). If the recommendations of this report are approved, the cost per school will remain the same, subject to inflation. The number of schools using the free service may decrease as larger schools will find it beneficial to switch to a SHDC or private trade collection. If they choose to switch to the Council trade recycling service this will also generate income to the Council as this is a charged service.</p> <p>The Executive is being recommended to approve a continuation to the free recycling service for schools (Option 1). The free recycling service is a discretionary service.</p>

Risk		Risk related to the recommendations and alternate options explored are outlined in section 4 of this report. This risk has been reduced through consulting schools in advanced of this report.
Supporting Corporate Strategy		The provision of these services aligns with the Council themes of: <ul style="list-style-type: none"> • Council • Communities • Environment
Climate Change - Carbon / Biodiversity Impact		Schools have a legal obligation, under their Duty of Care, to apply the waste hierarchy to all waste they create. This means they should put measures in place to reduce, reuse and recycle waste where feasible. While setting limits on the free service may cause some schools to adjust their recycling services, they will still be obliged to apply the waste hierarchy. Therefore the recommendations should not result in less recycling. The recommendations may result in increased vehicle movements related to each schools waste collections.
Comprehensive Impact Assessment Implications		
Equality and Diversity		None
Safeguarding		None
Community Safety, Crime and Disorder		None
Health, Safety and Wellbeing		None
Other implications		None

Supporting Information

Appendices:

Appendix A – SHDC School Recycling Collection Policy

Background Papers:

None

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Free School Recycling Service Policy

Created:	Dec 2020
Last updated:	Dec 2020

1. Background

- 1.1 South Hams District Council are committed to the application of the waste hierarchy in all their services. The “*waste hierarchy*” ranks waste management options according to what is best for the environment. It gives top priority to preventing waste in the first place. When waste is created, it gives priority to preparing it for re-use, then recycling, then recovery (e.g. energy from waste), and last of all disposal (e.g. landfill).
- 1.2 In partnership with other Devon local authorities, SHDC has supported schools to reduce, reuse and recycle their waste. We recognise that pupils and school staff are also residents and can make a significant contribution to waste reduction and recycling in their schools, homes and communities. A variety of resources are available to schools to support their implementation of the waste hierarchy and the education of their students on resource and waste issues. Resources can be found here: <https://zone.recycledevon.org/>.

2. Recycling

- 2.1 The Council operates a free weekly collection for schools.
- 2.2 This service will mirror domestic recycling collections, which include the following recyclables:
 - **Metal**, food tins (not catering sized), drink cans, foil and aerosols.
 - **Plastic**, bottles, pots, tubs and trays.
 - **Paper**, food and drink cartons, books, magazines and envelopes.
 - **Glass** bottles and jars.
 - **Card**
- 2.3 The Council will provide the school with 6 recycling boxes for paper, glass and card/cardboard and 2 sacks for metals and plastics.
- 2.4 Large pieces of cardboard must be cut or folded into pieces no bigger than 75cm and placed by the side of the boxes. This is to ensure it can fit in the vehicle.
- 2.5 Each box must be used for one type of material only e.g. paper or glass. However more than one box can be used for the same material e.g. if a school wants to recycle only paper, then all six boxes can be used for paper only. Metals and plastics can be mixed within sacks. The council reserves the right to refuse to empty boxes and request that the boxes are sorted before returning on the next scheduled collection day.

- 2.6 All recyclables must be clean and free of debris. In the event that dirty or non-recyclable items are placed in the boxes and/or sacks the crew will endeavour to collect all recyclable items whilst leaving the rest in situ. The school will be expected to remove the non-recyclable items from the receptacles before the next scheduled collection.
- 2.7 The service is for recycling generated in classrooms, school offices and by students.
- 2.8 The service does not include recycling generated through kitchen and catering activities. Kitchen and catering waste is considered trade waste and should have the appropriate trade collection in place to deal with this waste.
- 2.9 Where possible, boxes and sack/s should be placed at the roadside on the day of collection. If this is not possible, boxes and sack/s need to be easily accessible by the collection vehicle but inaccessible to students.
- 2.10 Every effort will be made to conduct the collection within the school's working hours to reduce the likelihood that the boxes will be inaccessible.
- 2.11 In the event that the collection crew cannot access the boxes and therefore cannot complete collection they will not return to collect until the next scheduled collection.
- 2.12 If a collection is not completed on the scheduled collection, and the requirements set out in 2.5, 2.6, and 2.9 have been met, the school must report the missed collection to the council within two working days through the council's website (www.southhams.gov.uk).

3. Extra Recycling

- 3.1 If a school produces extra recycling on top of their allocated capacity they must make their own arrangements for a trade recycling collection through a private waste collector.
- 3.2 The Council understands that due to the location of some schools they may experience difficulty arranging a trade recycling collection for their extra recycling. In such an event, the council will work with the school to provide additional containers where possible. The school must provide evidence to show that they have attempted to arrange a trade recycling collection.

4. Residual Waste (rubbish)

- 4.1 Under the Controlled Waste (England and Wales) Regulations 2012 local authorities can charge universities, schools and other educational establishments for the *collection* and *disposal* of their waste, unless the exception in 4.2 applies.
- 4.2 Where Local Authority funded educational establishments had their waste disposed of without charge prior to the new regulations coming into force, they are able to continue to receive free of charge disposal after the Regulations came into force on 6 April 2012. However, the collection of this waste remains chargeable.
- 4.3 Schools can arrange the collection of their residual waste (rubbish) through the council's trade waste service or through a private waste collector.

5. Food waste

- 5.1 Food waste does not form part of the free recycling collection service for schools. Schools should arrange a food waste collection through the council's trade waste service or through a private waste collector.

6. Garden waste

- 6.1 Garden waste does not form part of the free recycling collection service for schools. Schools should arrange a garden waste collection through a private waste collection contractor or grounds maintenance provider.

7. Duty of Care Requirements

- 7.1 Schools are classed as waste producers under the Environmental Protection Act 1990 and therefore have a Duty of Care as set out in Section 34(1) of that Act.
- 7.2 Under Duty of Care waste producers must:
- Check the next waste holder (i.e. private waste collector) is authorised to take the waste. This can be done online at <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers>.
 - Ask the next waste holder where they are going to take the waste, and checking that the intended destination is authorised to accept that waste.
 - Carry out more detailed checks if they suspect the waste is not being handled in line with the duty of care, e.g. requesting evidence that the waste has arrived at the intended destination and that it has been accurately described.
- 7.3 If schools arrange for a trade waste and/or recycling collection they should be provided with a duty of care certificate which they must store for at least two years.
- 7.4 Schools will **not** be provided with a duty of care certificate for the free recycling collection provided by the council as this is classed as a household collection and is therefore exempt from this procedure.

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Report to: **Executive**

Date: **3 December 2020**

Title: **Granting of a long lease at Erme Valley Playing Fields, Ivybridge**

Portfolio Area: **Assets – Cllr Bastone**

Wards Affected: **Ivybridge**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: Upon the expiry of the Scrutiny Call-in period – 5.00pm on Monday, 14 December 2020.

Author: **Laura Wotton** Role: **Head of Assets**

Contact: **email: laura.wotton@swdevon.gov.uk**

RECOMMENDATION

That the Executive RESOLVES to approve a long lease of land at Erme Valley Playing Fields to Ivybridge Town Council, currently let to Ivybridge Football Club.

1. Executive summary

- 1.1 Ivybridge Football Club (IFC) are SHDC tenants at Erme Valley Playing Fields. They wish to improve their facilities and are progressing plans for an improvement development scheme for which they are seeking grant funding from a number of sources. In order to secure grant funding, a long lease (circa 25 years) is required.
- 1.2 A new lease could be agreed with IFC direct. However, Ivybridge Town Council wish to assist IFC in their improvement development scheme. Both parties have therefore requested the Town Council are granted the lease of the area to facilitate this and a subsequent lease to IFC be granted by the Town Council, as appropriate.
- 1.3 Currently, IFCs lease demise includes the wider playing fields. However, they are maintained by SHDC. The proposed lease to the Town Council will include the Playing Fields but the Town Council will take over the maintenance responsibility. In order to

reflect this it is proposed a nominal rent be paid for the 25 year term.

2. Background

- 2.1 IFC currently occupy part of the Erme Valley Playing Fields site, alongside South Devon Tennis Centre (see plan in appendix 1).
- 2.2 IFC wish to improve their facility at Erme Valley. In order to progress their plans, grant funding will be required for which a sufficient interest in the site, circa 25 years, must be secured. However, IFCs current lease has only 10 years remaining.
- 2.3 The transfer of the whole of the Erme Valley Playing Fields site to the Town Council was discussed with the parties. However agreeable terms could not be reached and only the land occupied by IFC is to be included. As such, these proposals will not affect the Tennis Centre who will remain as direct tenants of SHDC.
- 2.4 The Town Council wish to support the scheme by becoming IFCs landlord. This may bring cost savings to the proposed project, through possible VAT savings. IFC have indicated they are content to become tenants of the Town Council (sub-tenants of the District Council).
- 2.5 Whilst the existing lease to IFC includes the Erme playing fields (see plan in appendix 1), under the existing arrangements, these are maintained by SHDC. It is proposed to include these within the new lease to the Town Council, who will then take on responsibility for their maintenance for the 25 year term of the lease. ITC currently manage other parks and open spaces in Ivybridge.
- 2.6 IFC are currently paying rent of £1,973 per annum to SHDC. Annual maintenance costs of circa £3,500-£4,250 (as informed by grounds maintenance) are incurred by SHDC for the playing fields.
- 2.7 It is proposed public access to the playing fields is retained but controlled by the Town Council for the period of the lease.
- 2.8 A plan identifying the area is shown in appendix 1

3. Outcome

- 3.1 The granting of a new 25 year lease to Ivybridge Town Council with IFC retained as sub tenants.

4. Alternative Options Considered

- 4.1 Alternative Option 1 - Refuse to grant a lease at this time (to either the Football Club or Town Council).

- IFC would not be able to access funding to implement their development improvement project
- Maintenance of the playing fields would stay with SHDC

4.2 Alternative Option 2 - Granting a new lease directly to IFC

- The project would not achieve the savings the Town Council can provide
- SHDC would retain responsibility for the playing fields

4.3 The alternative options have been considered by the assets team and it is felt that agreeing to a lease to the Town Council is the best option in the circumstances. It is also the preferred option of the Football Club and the Town Council

4.4 Local members have been informed

5. Proposed Way Forward

5.1 Agree to the granting of a 25 year lease for £1 per annum to Ivybridge Town Council.

The situation on the ground would not change, the Football Club would remain in occupation with access to funding for improved facilities and the playing fields would remain accessible to the general public but maintained and managed by the Town Council.

6. Implications

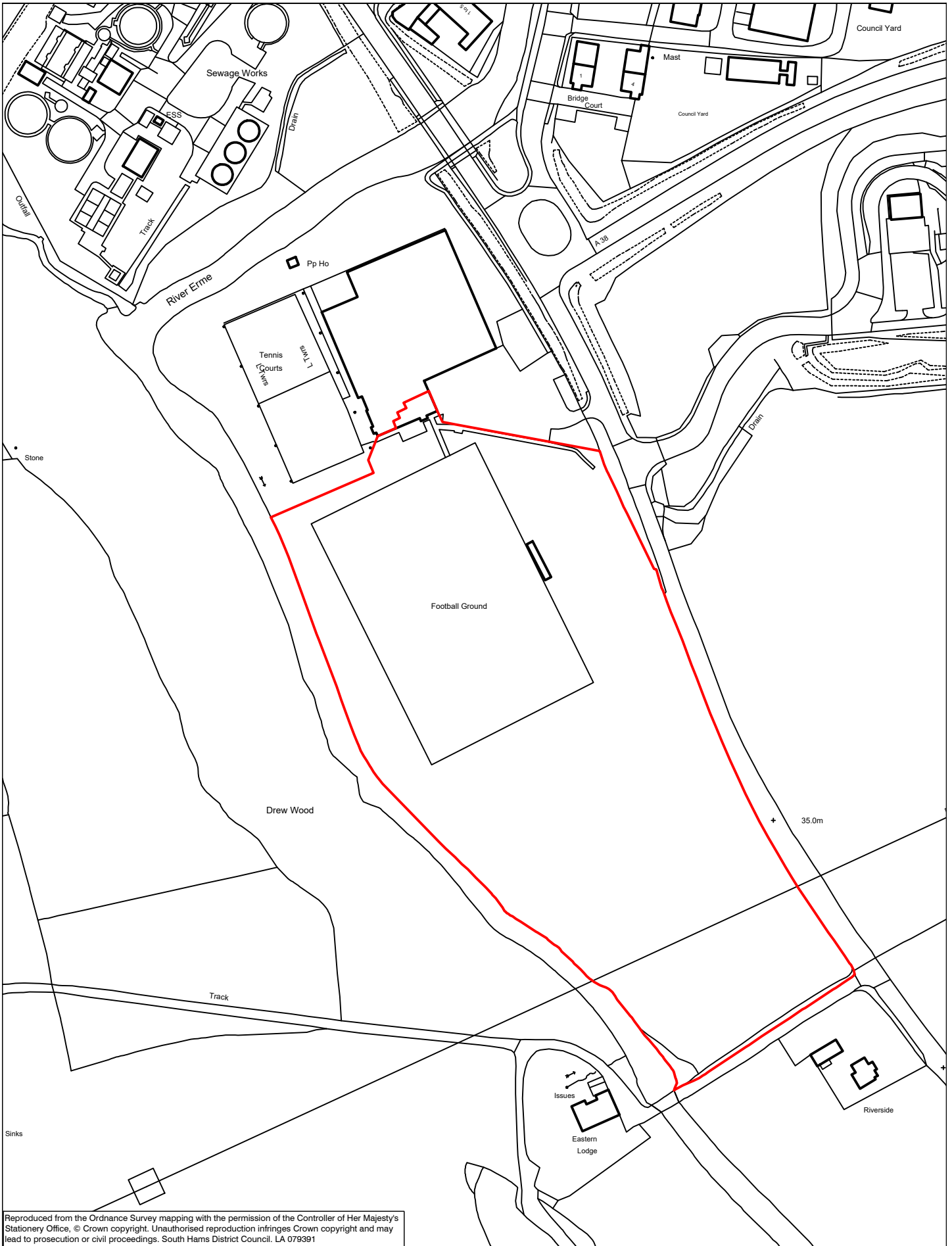
Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance		The Council has the ability under the Local Government Act 1972 to enter into this agreement. The scheme of delegation within the Council requires this lease (greater than 15 years) to be agreed by Executive.
Financial implications to include reference to value for money		Loss of rent – the football club are currently paying £1,973 Savings on maintenance responsibility – circa £3,500-£4,250 (as informed by grounds maintenance)
Risk		None

Supporting Corporate Strategy		Wellbeing / Environment
Comprehensive Impact Assessment Implications		
Equality and Diversity		None
Safeguarding		None
Community Safety, Crime and Disorder		None
Health, Safety and Wellbeing		None
Other implications		None

Supporting Information

Appendices:

Appendix 1 – plan of the area



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<p>South Hams District Council</p>	<p>West Devon Borough Council</p> <p><i>Working together</i></p>
<p>Follaton House Plymouth road Totnes, Devon, TQ9 5NE Tel: (01803) 861234</p>	<p>Kilworthy Park, Drake Road Tavistock, Devon PL19 0BZ Tel: (01822) 813600</p>

Project:
Ivybridge Football Club

Title:
Proposed Lease plan

<p>Contractors must check all dimensions on site. Only figured dimensions to be used. Discrepancies must be reported immediately. © This drawing is copyright.</p>	
<p>Scale: 1:2000 @A4</p>	<p>Drawn: R Johnson</p>
<p>Date: Oct 2020</p>	<p>Checked: S Ramsay</p>
<p>Drwg. No.</p>	<p>Issue</p>

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