

# Public Document Pack



## **SOUTH HAMS OVERVIEW AND SCRUTINY PANEL - THURSDAY, 13TH NOVEMBER, 2014**

Agenda, Reports and Minutes for the meeting

### **Agenda No    Item**

1.    **Agenda Letter - Economy & Environment Panel** (Pages 1 - 2)

2.    **Reports**

Reports to E&E:

- a)    Item 8 - Fees and Charges (Pages 3 - 22)
  - b)    Item 9 - Rural Development Programme for England (RDPE) 2007-2013 Programme Summary and RDPE 2015 - 2020 Update (Pages 23 - 42)
  - c)    Item 10 - Trees and Hedges Update (Pages 43 - 48)
  - d)    Item 11 - Work Programme 2014/15 (Pages 49 - 50)
  - e)    Item 12 - Managing Coastal Assets (Pages 51 - 60)
  - f)    Item 13 - Waste Review Policy (Pages 61 - 62)
3.    **Minutes** (Pages 63 - 70)

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# Agenda Item 1

Please reply to: Kathryn Trant  
Service: Corporate Services  
Direct Telephone: 01803 861185  
E-Mail: Kathryn.trant@southhams.gov.uk

To: Chairman & Members of the Economy & Environment Scrutiny Panel  
(Cllrs Barber, Blackler, Cane, B Cooper, Coulson, Pannell, Pennington,  
Rowe, Smerdon, Stone, Vint, and Wingate)

cc: Cllrs  
Remainder of the Council for information  
Usual press and officer circulation

Our Ref: CS/KT

5 November 2014

Item	Lead Member	Lead Officer/s
9	Cllrs Hicks and Hitchins	Economic Development Officer
10	Cllr Bastone	Natural Environment and Recreation Manager
12	Cllr Bastone	Natural Environment and Recreation Manger Engineering Manager Strategic Planning Officer
13	Cllr Gilbert	Head of Environment Services

Dear Councillor

A meeting of the **Economy and Environment Scrutiny Panel** will be held in the **Cary Room**, Follaton House, Plymouth Road, Totnes, on **Thursday, 13 November 2014** at **10.00 am** when your attendance is requested.

Yours sincerely

Kathryn Trant  
Member Services Manager

**FOR ANY QUERIES ON THIS AGENDA PLEASE CONTACT KATHRYN TRANT,  
MEMBER SERVICES MANAGER ON DIRECT LINE 01803 861185**

## A G E N D A

1. **Apologies for Absence**
2. **Minutes** - to approve as a correct record and authorise the Chairman to sign the minutes of the meeting of the Economy and Environment Scrutiny Panel held on 4 September 2014 (pages 1 to 5);
3. **Urgent Business** - brought forward at the discretion of the Chairman;

4. **Division of Agenda** - to consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information;
5. **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;
6. **Public Forum** – a period of up to 15 minutes is available to deal with issues raised by the public (page 6);
7. **Executive Forward Plan (as published on 24 September 2014)** (pages 7 to 10);  
  
**Note:** If any Member seeks further clarity, or wishes to raise issues regarding any future Executive agenda item, please contact Member Services before **12 noon on Monday 10 November 2014** to ensure that the lead Executive Member(s) and lead officer(s) are aware of this request in advance of the meeting.
8. **Fees and Charges** – to consider a report that sets out proposals for fees and charges for all services for 2015/16 (pages 11 to 28);
9. **Rural Development Programme for England (RDPE) 2007-2013 Programme Summary and RDPE 2015 – 2020 Update** – to consider a report that informs Members of the outputs and outcomes of the South Devon Coastal Local Action Group (LAG) and the Greater Dartmoor Local Enterprise Action Fund (LEAF) funded under the Rural Development Programme for England (RDPE) – Local Action 2007-2013, and provides background information on the development and progress of the RDPE – Local Action Programme for the period 2015 – 2020 (pages 29 to 46);
10. **Trees and Hedges Update** – to consider a report that brings Members up to date implementation of the Tree and Hedge Policy and current operation (pages 47 to 52);
11. **Work Programme 2014/15** - to consider items for programming on to the Panel's Annual Work Programme for 2014/15 , whilst having regard to the resources available, time constraints of Members and the interests of the local community (page 53);

**Task and Finish Updates and Reports:**

12. **Managing Coastal Assets** – to consider an update report from the Task and Finish Group (pages 54 to 63);
13. **Waste Review Policy** – (page 64).

**Members of the public may wish to note that the Council's meeting rooms are accessible by wheelchairs and have a loop induction hearing system**

\* \* \* \* \*

- N.B.** Legal and financial officers will not, as a general rule, be present throughout all meetings, but will be on standby if required. Members are requested to advise the Member Support Service in advance of the meeting if they require any information of a legal or financial nature.

\* \* \* \* \*

**MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER  
THIS AGENDA HAS BEEN PRINTED ON ENVIRONMENTALLY FRIENDLY PAPER**

If you or someone you know would like this publication in a different format, such as large print or a language other than English, please call Darryl White on 01803 861247 or by email at: [darryl.white@southhams.gov.uk](mailto:darryl.white@southhams.gov.uk)

AGENDA  
ITEM  
**8**

## SOUTH HAMS DISTRICT COUNCIL

AGENDA  
ITEM  
**8**

<b>NAME OF COMMITTEE</b>	<b>Economy and Environment Scrutiny Panel</b>
<b>DATE</b>	<b>13 November 2014</b>
<b>REPORT TITLE</b>	<b>Review of Fees and Charges for 2015-16</b>
<b>REPORT OF</b>	<b>Head of Finance and Audit</b>
<b>WARDS AFFECTED</b>	<b>All</b>

### SUMMARY OF REPORT

This report sets out proposals for fees and charges for all services for 2015/16.

### FINANCIAL IMPLICATIONS

The estimated additional income that could be generated from the review of fees and charges for 2015-16 totals £1,000 as shown in Section 4.1.

### RECOMMENDATIONS

**That the Economy and Environment Scrutiny Panel RESOLVES that the Executive RECOMMENDS to Council that it:**

1. approves the introduction of a charge of £75.00 from 18 December 2014 for the site owners of mobile homes for the depositing, variation and deletion of site rules, with an annual review thereafter.
  
2. approves the proposed fees and charges set out in this report as part of the Budget Setting Process for 2015/16.

#### Officer contact:

Lisa Buckle, Head of Finance and Audit  
[Lisa.buckle@swdevon.gov.uk](mailto:Lisa.buckle@swdevon.gov.uk)

## 1. BACKGROUND

- 1.1 This report sets out proposals for fees and charges for all services for 2015/16. The Council has the power to levy fees and charges for various services and functions it undertakes. Some of these fees are set by statute while for others the Council can make “reasonable” charges for the services it provides. The undertaking of regular reviews of charges allows, where possible, for the Council to recover the cost of officers’ time in providing the service.

## 2. PROPOSALS FOR CHARGES 2015/16

### Lower Ferry, Dartmouth

- 2.1 Members will be aware that the Ferry was out of action from January 2013 until 21st May 2013 for essential slipway maintenance and the impact on income is shown below

Actual Income:

2013/14 (45 weeks service)	£678,000
2012/13 (40weeks service)	£675,000
2011/12	£857,000

Taking into account the last increase in fares on 21 May 2013, the income history indicates that traffic volumes are lower than 2011/12, which has contributed to the estimated shortfall in the income:

Income budget 2014/15	£957,000
Estimated outturn based on actual income to date	£800,000
<b>Estimated shortfall</b>	<b>£157,000</b>

- 2.2 The Higher Ferry has applied to the Department of Transport to raise the fares in the future. There are currently no indications that their fares are going to be raised imminently. The Lower Ferry fares have always been set just below the Higher Ferry fares. Raising the Lower Ferry fares before the Higher Ferry would reduce our pricing advantage and would risk migration of our regular customers. Due to the commercial sensitivity of the fare structure, **it is therefore recommended that no planned changes are made to the fare structure for 2015/16 at this stage.** However, Members are reminded that the Head of Assets has delegated authority to adjust the fares during any financial year for commercial reasons, should the need arise in consultation with the Executive Portfolio Holder. A summary of the current fare structure for both services is shown below:

TICKET TYPE	LOWER FERRY EXISTING FARES	HIGHER FERRY COMPARATIVE FARES
<b>Standard Fares</b>		
Foot passenger	£1.50	£0.50
Under 16	£0.50	n/a
Motorcycle	£2.20	£2.00
Car single	£4.50	£4.70
return	£8.00	£8.50
Commercial max 1800kg	£5.00	£6.00
Commercial max 7500kg	£6.50	£6.60
<b>Ferry Savers</b>		
Foot passenger x 40	£23.00	£10.00
Motorcycle x 20	£15.00	£15.00
Vehicles 10s	£16.00	£21.00
20s	£25.00	£28.00
40s	£46.00	£52.00

### **Commercial Waste Charges**

- 2.3 Commercial Waste charges are delegated to the Head of Environment Service. The pricing model requires consideration of budget performance, disposal charges and market factors, but it is considered too early in the financial year for a review to be undertaken. The service is required to notify its customers in February of the pricing structure that is effective from 1 April. The intention is for a report to be presented to the Executive later in the year when the Service is in a position to update and set pricing.

### **Household Waste Charges**

- 2.4 There is no intention to change any of the South Hams Household Waste Charges in 2015/16. The current review of the waste collection services includes re-examining existing policies, one of which is the charges set for collection of Household bulky waste. However, due to a number of other changes for residents to deal with at this time, it is not proposed that any changes agreed will take place in the coming financial year.

### **Car Parking**

- 2.5 It is recommended that there is no overall increase in car parking charges for the 2015/ 16 financial year. However, the Council is encouraging community-led parking reviews, allowing communities to work with the Street Scene Manager in setting charges which support the community's needs, and which are cost-neutral to the District Council.

### **Parks, Open Spaces, Outdoor Sport and Recreation**

- 2.6 Appendix A sets out proposals related to Parks, Open Spaces, Outdoor Sport and Recreation. For pitches, courts and greens the proposal is that charges for 2015/16 be retained at current levels as part of the continued strategy to promote sport and outdoor activities. The aim going forward is to prioritise income through marketing and additional use rather than increasing charges. Officers are continuing to pursue options to transfer management of facilities to local clubs and organisations.
- 2.7 It is proposed that dinghy and kayak parking charges also remain the same for 2015/16, with the new boat parking facility at Warfleet Quay, Dartmouth now up and running. The number events on Council land increase year on year, and it is proposed that charges for 2015/16 remain the same. Community and charity events take place on Council land free of hire charge. It is proposed that an event administration charge introduced in 2014/15, to help offset the staff costs in facilitating the busy event programme, will continue into 2015/16. It is also proposed that all other events, memorials and sponsorship remain the same in 2015/16.
- 2.8 The Council continues to offer a play area inspect and insure service to community groups and town and parish councils. This has been set previously at

£100 + VAT, for which the Council annually provides 12 visits by a qualified inspector, Allianz insurance inspection visits and Insurance premium. It is proposed that the charge remains the same for 2015/16.

### **Environmental Health Charges - licensing**

2.9 Many of the Environmental Health fees are set by statute although Members will be aware of the Government's intention for Local Authorities, subject to a higher cap being imposed, to be able to set their own alcohol fees based on full cost recovery. However, the draft restructuring of fees being suggested would indicate no significant change to council income and any change in alcohol licensing fees seems temporarily on hold until the Supreme Court determine a Court of Appeal ruling that councils' (following a 2009 EU Directive) cannot charge for enforcement within the fees, only the cost of processing a 'procedure' and compliance. The appeal, being led by Westminster Council (in R Hemming & Others) should be heard in early 2015.  
None of the current or proposed fees for 2015/16 in Appendix B contain any element for dealing with appeals or enforcement.

2.10 Members will see in Appendix B a few new additional charges being proposed for 2015/16, one of which is a £40 fee where changes are required in registration particulars to acupuncture / tattooing licences and three additional charges under hackney carriage and private hire licensing. Another is £10 for the cost of replacing a lost drivers identification badge, and another being £8.80 for proposed cost to South Hams District Council per applicant, by moving from paper Disclosure & Barring Service checks (formerly called CRB checks) to the speedier electronic checks, the third proposed additional charge being the net DVLA cost of providing a computer 'print-out' of an applicants' driving licence. Members will be aware DVLA are no longer issuing paper tax discs for vehicles, from January 2015 DVLA will no longer issue the paper counterpart to the photo card driving licence which is a document used by the licensing department when considering the 'fit and proper' test for taxi drivers. The proposals for the additional taxi and private hire licensing fees are 'cost neutral' so will not generate additional budget income. Most of the additional gross income for 2015/16 will be from Boatman's and Pleasure Boat Licensing to assist in the procedure becoming self-funded.

2.11 The fees and charges both current and proposed are attached to this report (Appendix B). The estimated increase in gross budget income generated by implementing the revised fees in 2015/2016 will be approximately £1,000.

### **Other Charges - Mobile Homes (Site Rules) (England) Regulations 2014**

2.12 These Regulations aim to increase transparency in relation to sites rules for Residential Mobile Home Sites, often referred to as 'Park Home Sites', and introduced the power for Councils to charge the site owner for the depositing, variation and deletion of site rules. Any charge set by the Council must be based on cost recovery principles. Calculations based on the predicted time taken to validate the rules and place them on a public register indicate that a charge of £75.00 should be set from 18 December 2014, subject to Member approval, with an annual review thereafter.



### 3. LEGAL IMPLICATIONS

- 3.1 The Council has power to introduce, maintain and increase charges under s.19 of the Local Government (Miscellaneous Provisions) Act 1976.
- 3.2 As mentioned, the Council has the power to levy fees and charges for various services and functions it undertakes. Some of these fees are set by statute while for others the Council can make “reasonable” charges for the services provided. The need to undertake an annual review of fees and charges relates to the Council’s priority of improving core services in a cost effective way and the Council’s commitment to value for money.

### 4. FINANCIAL IMPLICATIONS

- 4.1 The estimated additional income that could be generated from the review of fees and charges for 2015-16 totals £1,000.

### 5. RISK MANAGEMENT

- 5.1 The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

### 6. OTHER CONSIDERATIONS

<b>Corporate priorities engaged:</b>	Community Life, Homes, Economy & Environment
<b>Statutory powers:</b>	Local Government (Miscellaneous Provisions) Act 1976 Powers to levy fees and charges are contained within various statutes governing the services in question
<b>Considerations of equality and human rights:</b>	Charging helps to support the provision of a wide range of public facilities available to all ages and all abilities
<b>Biodiversity considerations:</b>	Facilities are set within parks and public spaces being managed for biodiversity net gain. Memorial Scheme (Trees) and sponsorship both encourage the planting and improved management of public space
<b>Sustainability considerations:</b>	Charging assists in supporting the running and management of a range of facilities in appropriate locations for local communities.
<b>Crime and disorder implications:</b>	Charging helps to maintain the range of facilities.
<b>Background papers:</b>	
<b>Appendices attached:</b>	Appendix A - Proposed Charges 2015/16 for Outdoor Recreation Appendix B – Proposed Charges 2015/16 for Environmental Health

No	Risk Title	Risk/Opportunity Description	Inherent risk status			Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel		
1	Providing a cost neutral Licensing Service. Keeping costs under constant review and lawfully setting on an annual basis.	A review of the Council's fees and charges provides an opportunity to examine the contribution that individual services make to the Council's overall financial position. Charges are set at levels which discourages use of Council Services. Fees and charges are set at unnecessarily low levels which results in an increased requirement from Council tax payers to meet the cost of service delivery.	3	2	6 ⇔	<p>The majority of chargeable fees under the Licensing Act 2003 and Gambling Act 2005 which provide the major income of the licensing service are set by regulations.</p> <p>Costs of providing certain services can be recovered and must remain cost neutral i.e. taxi licensing.</p> <p>The Council provides value for money services within budgets.</p> <p>The Council sets adequate budgets to provide services that meet Council priorities.</p> <p>Service Managers are able to propose charges based on their knowledge of the demand for the service, benchmarking information and statutory requirements.</p> <p>Most importantly costs are constantly reviewed and adjusted where necessary as evidenced in this report.</p> <p>Fees are reviewed and set annually.</p>	EH Business Support / Licensing Manager.
2	Robustness of income targets	Achieving anticipated income targets in the current financial climate	4	3	12 ⇔	Monitoring of corporate income streams and revenue budgets	Head of Finance & Audit

<b>OUTDOOR RECREATION AND ASSOCIATED CHARGES PROPOSED FOR 2015/16</b>				
			<b>Proposed</b>	
			<b>2015/16</b>	
<b>ACTIVITY</b>		<b>Fee</b>	<b>VAT @ 20%</b>	<b>Total</b>
		£	£	£
<b>TENNIS</b>				
Coaches rate per hour per court		3.75	0.75	4.50
Adult per person per hour		2.50	0.50	3.00
Junior per person per hour		0.83	0.17	1.00
Hire of Rackets		0.83	0.17	1.00
Deposits		4.17	0.83	5.00
Hire of Balls		0.42	0.08	0.50
Annual ticket - Adult		78.33	15.67	94.00
Annual ticket - Junior		20.00	4.00	24.00
Club Use per hour per court		4.50	***	4.50
<b>PITCHES (Football, Rugby &amp; Cricket)</b>				
Per season (up to 20 games) adult		240	***	240
Per season (up to 20 games) junior		120	***	120
Per Match Adult		26.67	5.33	32.00
Per Match Junior		13.33	2.67	16.00
Marking out at cost				
*** Exempt from VAT - the hire of sports facilities by a club/school for a series of 10 or more lets; must be more than 1 day apart & less than a fortnight apart				

<b>OUTDOOR RECREATION AND ASSOCIATED CHARGES PROPOSED FOR 2015/16</b>				
			<b>Proposed</b>	
			<b>2015/16</b>	
<b>ACTIVITY</b>		<b>Fee</b>	<b>VAT @ 20%</b>	<b>Total</b>
		£	£	£
<b>BOWLS</b>				
Green Fees per person per hour (Adult)		2.5	0.50	3.00
Green Fees per person per hour (Junior)		1.25	0.25	1.50
Overshoes		0.58	0.12	0.70
Season Ticket Adult		46.67	9.33	56.00
Season Ticket Junior		15.00	3.00	18.00
Weekly Adult		15.83	3.17	19.00
<b>PUTTING</b>				
Adult		1.67	0.33	2.00
Child		0.83	0.17	1.00
Lost Ball		0.83	0.17	1.00
<b>ALL WEATHER PITCH</b>				
Full Pitch with lights per hour		40.00	8.00	48.00
Full Pitch with no lights per hour		28.33	5.67	34.00
Half Pitch with lights per hour		23.33	4.67	28.00
Half Pitch with no lights per hour		17.50	3.50	21.00
Junior rates - Half Pitch with lights		13.33	2.67	16.00
Junior rates - Half Pitch no lights		10.83	2.17	13.00

OUTDOOR RECREATION AND ASSOCIATED CHARGES PROPOSED FOR 2015/16				
			<b>Proposed</b>	
			<b>2015/16</b>	
ACTIVITY		Fee	VAT @ 20%	Total
		£	£	£
<b>DINGHY PARKING</b>				
Coronation Park - Per day		6.66	1.34	8.0
Coronation Park - Per week		31.66	6.34	38.0
Coronation Park -Per Season (Summer)		75.00	15.00	90.0
Coronation Park - Per annum		100.00	20.00	120.00
Warfleet - Per Annum		100.00	20.00	120.00
Bowcombe - Per annum		83.33	16.67	100.0
Bowcombe Racks - Per annum		66.66	13.34	80.0
Canoes		20.83	4.17	25.0
Club Use - By Negotiation				

<b>OUTDOOR RECREATION AND ASSOCIATED CHARGES PROPOSED FOR 2015/16</b>				
			<b>Proposed</b>	
			<b>2015/16</b>	
<b>ACTIVITY</b>		<b>Fee</b>	<b>VAT @ 20%</b>	<b>Total</b>
		£	£	£
<b>EVENTS ON PARKS AND GREENSPACE</b>				
Per Day				
Charity/ Community Events.		0	***	0
Commercial Events/ Trading.*+		240	***	240
Circus or Funfairs.		240	***	240
Set up and Stand Down.				
		60	***	60
Administrative Charge				
		50	***	50
* Includes wedding receptions				
+ Can be reduced at the discretion of the Head of Service where specific benefits to Council priorities are identified by the event organiser.				
*** Exempt from VAT in normal circumstances				
<b>MEMORIALS</b>				
New Memorial Bench		1208.33	241.67	1450
Sponsor a Bench		479.17	95.83	575
Memorial Tree		208.33	41.67	250

<b>OUTDOOR RECREATION AND ASSOCIATED CHARGES PROPOSED FOR 2015/16</b>				
			<b>Proposed</b>	
			<b>2015/16</b>	
<b>ACTIVITY</b>		<b>Fee</b>	<b>VAT @ 20%</b>	<b>Total</b>
		£	£	£
<b>SITE SPONSORSHIP</b>				
Royal Avenue Gardens		625.00	125.00	750
The Embankment, Dartmouth		416.66	83.34	500
Coronation Park		250.00	50.00	300
Norton		250.00	50.00	300
Batson Creek		625.00	125.00	750
Whitestrand		416.66	83.34	500
Cliff House Gardens		250.00	50.00	300
Courtenay Park		250.00	50.00	300
The Embankment, Kingsbridge		625.00	125.00	750
Recreation Ground		416.66	83.34	500
Brittons Field		250.00	50.00	300
Duncombe Park		250.00	50.00	300
Borough Park		416.66	83.34	500
Vire Island		416.66	83.34	500
Longmarsh		416.66	83.34	500
<b>PLAY AREA INSPECTION</b>				
Per Play area per annum		100	20	120
<b>HIGH HEDGE COMPLAINTS</b>				
Per complaint	320	500	**	500
** Outside scope for VAT				

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**ENVIRONMENTAL HEALTH CHARGES 2015/16**  
**(Economy & Environment Scrutiny Panel on 13 November 2014)**  
 (All outside the scope of vat except where shown)

**APPENDIX B**

	<b>2014/2015</b>	<b>2015/2016</b>
<b>Abandoned Vehicles</b>		
<b>(Statutory fee)</b>		
Owners Contribution to collection and disposal	155.00	155.00
<b>Acupuncture, Tattooing, Ear-Piercing and Electrolysis</b>		
<b>(Non-Statutory fee)</b>		
Registration of premises	125.00	130.00
Changes to premises registration particulars		40.00
Registration of persons	70.00	70.00
<b>Animal Boarding Establishment (All to 31 December each year)</b>		
<b>(Non-Statutory fee)</b>		
Licence (per animal)	5.00	5.00
Minimum	126.00	129.00
Maximum	183.00	187.00
Home Boarding	118.00	120.00
<b>Boatman's and Pleasure Boat Licences</b>		
<b>(Non-Statutory fee)</b>		
Initial (boatman)	100.00	105.00
Renewal (boatman)	30.00	35.00
Assistant (boatman)	30.00	35.00
SW Category 1 Hire Boats	44.00	49.00
SW Category 5 DTp Passenger Certificate Boats	EXEMPT*	EXEMPT*
* Exemption applies on production of current relevant DTp certification		
<b>Contaminated Land Enquiries</b>		
<b>(Non-Statutory fee)</b>		
First Hour	75.00	75.00
Each subsequent hour or part there of	46.00	46.00
<b>Dangerous Wild Animal Licence</b>		
<b>(Non-Statutory fee)</b>		
Licence Fee (Initial and Renewal)	198.00	198.00
Plus vets fees and expenses	Act. Cost	Act. Cost
<b>Dog Breeding Licence</b>		
<b>(Non-Statutory fee)</b>		
Licence Fee (Initial and Renewal)	163.00	167.00

Plus vets fees and expenses (initial applications only)	Act. Cost	Act. Cost
<b>Food Export Certificate (Non-Statutory fee)</b>		
Initial	130.00	145.00
Renewal	47.00	54.00
Amendment to existing Certificate (in addition to renewal cost)	21.00	21.00
<b>Food Safety (Non-Statutory fee)</b>		
Issue of Unfit Food Certificate	98.00	98.00
<b>Food Premises Register (Non-Statutory fee)</b>		
Copy of Entries	Act. Cost	Act. Cost
Full copy	295.00	295.00
Part copy	100.00	100.00
<b>Gambling Act 2005 Adult Gaming Centre Premises (Fees capped by Regulations)</b>		
New (Non –conversion in respect of other premises)	2000.00	2000.00
Annual fee	675.00	675.00
Variation	1000.00	1000.00
Transfer	1200.00	1200.00
Reinstatement of a licence	1200.00	1200.00
Provisional statement	2000.00	2000.00
Change of circumstances	40.00	40.00
Copy of licence	25.00	25.00
<b>Bingo Premises (Fees capped by Regulations)</b>		
New (Non –conversion in respect of other premises)	3500.00	3500.00
Annual fee	675.00	675.00
Variation	1750.00	1750.00
Transfer	1200.00	1200.00
Reinstatement of a licence	1200.00	1200.00
Provisional statement	3500.00	3500.00
Change of circumstances	40.00	40.00
Copy of licence	25.00	25.00
<b>Betting Premises Other (other) ie Betting Office (Fees capped by Regulations)</b>		
New (Non –conversion in respect of other premises)	3000.00	3000.00
Annual fee	405.00	405.00
Variation	1500.00	1500.00
Transfer	1200.00	1200.00

Reinstatement of a licence	1200.00	1200.00
Provisional statement	3000.00	3000.00
Change of circumstances	40.00	40.00
Copy of licence	25.00	25.00
<b>Family Entertainment Centre Premises Licence (Fees capped by Regulations)</b>		
New (Non –conversion in respect of other premises)	2000.00	2000.00
Annual fee	540.00	540.00
Variation	1000.00	1000.00
Transfer	950.00	950.00
Reinstatement of a licence	950.00	950.00
Provisional statement	2000.00	2000.00
Change of circumstances	40.00	40.00
Copy of licence	25.00	25.00
<b>Other Gambling Fees (Statutory fees) (Small Lottery, Permits, Temporary Events Other)</b>		
Small Lottery – Grant	40.00	40.00
Small Lottery – Annual Renewal (1 <sup>st</sup> January)	20.00	20.00
Temporary Use Notice	500.00	500.00
Occasional Use Notice	Free	Free
Copy of the Premises Licence	25.00	25.00
Notification of change of circumstances for premises Licence	50.00	50.00
Application for Prize Gaming Permit & Family Entertainment Centre Gaming Machine Permit	300.00	300.00
Application for Prize Gaming Permit & Family Entertainment Centre Gaming Machine Permit (existing operator)	100.00	100.00
Renewal of Prize Gaming Permit & Family Entertainment Centre Gaming Machine Permit	300.00	300.00
Change of name on Prize Gaming Permit & Family Entertainment Centre Gaming Machine Permit	25.00	25.00
Copy of Prize Gaming Permit & Family Entertainment Centre Gaming Machine Permit	15.00	15.00
Application for Club Gaming or Machine Permit	200.00	200.00
Application for Club Gaming or Machine Permit (existing holder)	100.00	100.00
Application for Club Gaming or Machine Permit (who holds a Club Premises Certificate under Licensing Act 2003)	100.00	100.00
Renewal of a Club Gaming or Machine Permit	200.00	200.00
Renewal of a Club Gaming or Machine Permit (who holds a Club Premises Certificate under Licensing Act 2003)	100.00	100.00
Annual fee for Club Gaming or Machine Permit	50.00	50.00
Application to Vary Club Gaming or Machine Permit	100.00	100.00
Copy of Club Gaming or Machine Permit	15.00	15.00
Notification of intention by licence holder to make available up to 2 gaming machines on premises which hold on-premises alcohol licence	50.00	50.00
Application for a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence (existing holder of permit)	100.00	100.00
Application for a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence (new application)	150.00	150.00

Application to vary a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	100.00	100.00
Application to transfer a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	25.00	25.00
Annual fee for a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	50.00	50.00
Change of name on a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises licence	25.00	25.00
Copy of a Gaming Machine Permit (more than 2 machines) on premises which hold on-premises alcohol licence	15.00	15.00

### **Housing suitability (Immigration Inspection Certificates)**

To approve the suitability of accommodation for a third party (site visit, inspection and report)	75.00	78.00
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### **Hackney Carriage and Private Hire (Non-Statutory fee)**

Vehicle Licence - Hackney Carriage (Non-wheelchair accessible)	228.00	228.00
Vehicle Licence – Hackney Carriage (Full wheelchair accessible vehicle)	110.00	110.00
Vehicle Licence - Private Hire (Non-wheelchair accessible)	216.00	216.00
Vehicle Licence - Private Hire (Full wheelchair accessible vehicle)	100.00	100.00
Driving License – Initial application fee (Including knowledge & Highway Code test – for retest see below)	47.00	47.00
Driving License – Initial application fee – Retest	32.00	32.00
Driving Licence (1 year)	135.00	135.00
Dual Driving licence – additional fee (completed together)	25.00	25.00
Driving Licence (3years)	360.00	360.00
Replacement Plate	29.00	29.00
Transfer of ownership of vehicle	50.00	50.00
Operator Licence (Private Hire only) (1 year)	118.00	118.00
Operator Licence (5years)	470.00	470.00
Replacement drivers badge		10.00
DBS on-line application (£8 + vat)		8.80
DVLA Print (£5 – at cost)		5.00

### **Hypnotism (Non-Statutory fee)**

Authorisation	54.00	56.00
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**Licensing Act 2003 (Statutory fees)**

Personal Licence	Grant	37.00 (for 10 years)	
Premises Licence	Band – Non Domestic	New or	Annual
	Rateable Value	Variation	Charge
	A (£0 - £4,300)	100.00	70.00
	B (£4,301 - £33,000)	190.00	180.00
	C (£33,001 - £87,000)	315.00	295.00
	D (£87,001 - £125,000)	450.00	320.00
	E (£125,001 +)	635.00	350.00
Other Fees	Application for the renewal of a personal licence		
	37.00		
	Temporary Event Notice		
	21.00		
	Theft, loss, etc. of premises licence or summary		
	10.50		
	Application for a provisional statement where premises being built etc.		
	315.00		
	Notification of change of name or address		
	10.50		
	Application to vary licence to specify individual as premises supervisor		
	23.00		
	Application for transfer of premises licence		
	23.00		
	Interim authority notice following death etc. of licence holder		
	23.00		
	Theft, loss etc. of certificate or summary		
10.50			
Notification of change of name or alteration of rules of club			
10.50			
Change of relevant registered address of club			
10.50			
Theft, loss etc. of temporary event notice			
10.50			
Theft, loss etc. of personal licence			
10.50			
Duty to notify change of name or address			
10.50			
Right of freeholder etc. to be notified of licensing matters			
21.00			

**Other Health Items  
(Non-Statutory fee)**

Enquiries for information from sewer records (outside normal land charges procedure)	85.00	85.00
Copies of entries in the register maintained under the Environmental and Safety Information Act 1988	16.00	16.00

**Pest Control (Retained contractor)  
(Non-Statutory fee)**

Wasp, Bee, and Hornet Infestations	30.00	30.00
Fleas		
2 – bed house or smaller	48.00	48.00
3 – bed house	58.00	58.00
4 – bed house	70.00	70.00
5 – bed house	80.00	80.00

**Pet Shops (To 31<sup>st</sup> December each year)  
(Non-Statutory fee)**

Plus vets fees and expenses	118.00	120.00
	Act. Cost	Act. Cost

**Private Water Supplies  
(Non-Statutory fee)**

Sampling and analysis of drinking water	50.00	50.00
	(Plus actual Analytical fees)	(Plus actual Analytical fees)
Risk assessments	200.00	200.00

**Riding Establishments (New and Provisional) – new  
(Non-Statutory fee)**

Up to 10 horses	185.00	185.00
Plus for each additional horse	8.24	8.24
Plus vets fees and expenses	Act. Cost	Act. Cost
Maximum fee	295.00	295.00
First licence for twelve months that follows a provisional	85.00	85.00
Plus vets fees and expenses that follow a provisional if applicable	Act. Cost	Act. Cost

**Sex Establishments (Including shops, cinemas & sex encounter venues)  
(Non-Statutory fee)**

Per application (New application including first year annual licence)	4,600.00	4,600.00
Annual Fee / Renewal	450.00	450.00
Transfer or variation	1,300.00	1,300.00
Plus Premises Licence / Club Premises Certificate if applicable – Licensing Act	Statutory Cost	Statutory Cost

**Scrap Metal Dealers (2013 Act)  
[Non-Statutory fee]**

Site Licence (New application valid 3 years)	175.00	180.00
Site Licence (Renewal)	125.00	130.00
Transfer of a Site Licence to Mobile Collector	75.00	75.00
Mobile Collectors Licence (New application valid 3 years)	125.00	130.00
Mobile Collectors Licence (Renewal)	80.00	85.00
Transfer of a Mobile Collectors Licence to a Site Licence	75.00	80.00
Change of licence holders details	15.00	15.00
Change of licensed site	75.00	80.00
Change of site manager	40.00	43.00

**Street Trading  
(Non-Statutory fee)**

Consents - grant or renewal	587.00	587.00
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**Zoo Licensing Act  
(Non-Statutory fee)**

Granting of Licence (Valid for 4 years)	770.00	770.00
Renewal of Licence (Valid for 6 years)	680.00	680.00
Transfer of Licence	350.00	350.00
Partially exempt premises	70% of above fees	70% of above fees
Inspection	Act. Cost	Act. Cost

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AGENDA  
ITEM

9

## SOUTH HAMS DISTRICT COUNCIL

AGENDA  
ITEM

9

<b>NAME OF COMMITTEE</b>	Economy and Environment Scrutiny Panel
<b>DATE</b>	13 November 2014
<b>REPORT TITLE</b>	Rural Development Programme for England (RDPE) 2007-2013 Programme Summary and RDPE 2015-2020 Update
<b>Report of</b>	Economic Development Officer
<b>WARDS AFFECTED</b>	All Wards

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### Summary of report:

This report is to inform Members of the outputs and outcomes of the South Devon Coastal Local Action Group (LAG) and the Greater Dartmoor Local Enterprise Action Fund (LEAF) funded under the Rural Development Programme for England (RDPE) – Local Action 2007-2013, which was concluded 31<sup>st</sup> December 2014, and to also provide background information on the development and progress of the RDPE - Local Action programme for the period 2015 – 2020.

### Financial implications:

There is financial information provided within this report but no financial implications arising from this report.

### RECOMMENDATIONS:

That the Scrutiny Panel notes the report with particular regard to the outputs and outcomes achieved for the RDPE Local Action Programme 2007-2013 and the update on the development of the RDPE Local Action Programme 2015-2020.

### Officer contact:

Carol Trant, Economic Development Officer: carol.trant@southhams.gov.uk

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### Introduction:

#### 1. Rural Development Programme for England (RDPE) - Local Action 2007-2013

1.1 During the 2007 – 2013 programme, the Greater Dartmoor LEAF and South Devon Coastal LAG, brought a total of £3.8m of European funding in to the area to support projects that were focused on:

- Creating and growing businesses
- Innovative service provision and
- Bringing greater benefits from our unique environment

1.2 In total, over 200 projects were funded, and achieved the following results:

- Created over 80 full time jobs
- Supported over 650 businesses
- Provided over 1,000 free/subsidised training courses
- Attracted over 8,500 additional tourists and
- Provided new/improved facilities for 65 villages (e.g. community shops, village halls, etc)

Appendix A shows a list of the LAG projects supported under the 2007-2013 programme and

Appendix B shows a list of the LEAF projects supported under the 2007-2013 programme.

1.3 In addition to the European funding, a further £6.57 million of match funding was generated, most of it from the private sector. The final total overall programme value exceeded £9 million pounds.

1.4 The programmes were run through a partnership with South Hams District Council as Accountable body (responsible for financial probity and contract holders for the programmes), the Devon Renaissance (DR) Company as delivery body (responsible for management and administration) and groups of local volunteers as management teams for each programme (responsible for making decisions about how to invest the funding locally).

1.5 The programmes worked to exacting European and national audit standards, with detailed, rigorous procedures for the responsible management and disbursement of the funds to local projects that matched onto the Local Development Strategies.

1.6 The programmes were recognised as two of the most successful Local Action Groups of 64 nationally and both being awarded additional funding from the Department for the Environment, Food and Rural Affairs (Defra) as they progressed in recognition of this good performance.

1.7 Examples of projects include:

**Dartmouth Market Regeneration Project:**

- In August 2010 the LAG granted Dartmouth Town Council £100,000 towards their overall construction costs of £350,000 with the Town Council providing the match funding.
- The project created 6 new shop units, reshaped existing units and created a thriving community café and public facilities.
- The project employed local architects, builders and professionals and was completed in July 2011.
- The architect chosen to transform the grade II market building was Robert Seymour who managed to preserve the look of the original market which was built in 1828.
- The start up retail units were taken as soon as they became available but as demand exceeded supply there was a waiting list of 20 prospective tenants.

- The new shops and start up units have resulted in 6 new jobs being created.
- The Community Corner which has a kitchen area is now used 6 days per week.
- Dartmouth Caring runs a lunch club and acts as a meeting place for the elderly.

### **Young Business Growth (YBG) Project**

The YBG project was developed as a 16 month pilot scheme, to specifically target young people aged 16-30 who wished to start up, or improve in business. The programme provided support to beneficiaries with grant funding as well as bespoke business mentoring.

Running in parallel to the YBG programme were two separately funded business support projects in the LAG and LEAF areas. These helped to provide some YBG applicants with support for business planning, cash flow forecasting and fund sourcing, before they applied for YBG grants.

The results:

- The pilot worked with 29 potential applicants
- Supported 12 businesses with funding, of which 8 were based in the South Hams.
- Created 9 new businesses, and
- Created 8 .8 FTE jobs, within the LAG and LEAF area.

This programme provided genuine additionality in supporting new businesses that would probably otherwise, not have gained funding, and generated valuable new jobs within rural areas which particularly lack employment opportunities for young people.

Although developed and delivered over a limited period of time, this pilot has shown that investment in young people in early stages of business development can be a viable basis for public intervention.

A YBG case study called 'Rory Sanders Plant' is attached at appendix C.

## **2.0 Rural Development Programme for England (RDPE) - Local Action Transition Period 2014**

2.1 Funding of £70,000 was secured to develop two new local development strategies (LDS) covering the LEAF and LAG areas which were submitted to Defra on the 4<sup>th</sup> September 2014 to bid for RDPE – Local Action funding.

## **3.0 Rural Development Programme for England (RDPE) – Local Action 2015-2020**

3.1 On the 11<sup>th</sup> September the Executive approved the following:-

- that the Council performs the function of Accountable Body for both the Greater Dartmoor Local Enterprise Action Fund (LEAF) and the South Devon Coastal Local Action Group (LAG) for the Rural Development Programme 2015-2020

- an annual contribution of £16,400 per year for 6 years, totalling £98,400 towards the costs of programme management and administration and project development from the Economic Initiatives Reserve.
- An annual report to be submitted to the Scrutiny Panel on the progress of the programme

3.2 The following table sets out the timescales for the procurement of a delivery body, decision of funding bids and programme commencement.

Actions	Timescale
The procurement of a delivery body	Commenced at the beginning of September 2014 and will be completed before Christmas
Defra will make a decision	Late Autumn 2014
The programme commences	January 2015

3.3 Defra provided the following guidance regarding the total amount of funding that could be made available for the two programmes and indicated that we should use the average figure for budgeting purposes when developing the local development strategies. Based on Defra's recommendation this would provide a total budget of £3.8m across the two programmes.

	LEAF	LAG
Min	£ 1,853,000	£ 1,446,000
Ave	£ 2,184,000	£ 1,635,000
Max	£ 2,623,000	£ 1,865,000

3.4 The calculation for funding Local Action Groups is based on the information below:

Basic minimum budget (calculated to ensure all LAGs sustainable) + top up budget:

- 15% based on rural population
- 20% based on rural density\*
- 50% based on GVA compared with England average
- 15% based on sparse coverage\*

\* ONS definitions of density and sparsity are used for this formula

3.6 The 2015 -2020 programme is focused entirely on the economy. Outputs to be achieved include: Jobs created, business growth and productivity.

#### 4. ISSUES FOR CONSIDERATION

This report is to provide information on the outputs achieved for the RDPE Local Action Programme 2007-2013 and to provide an update on the development of the RDPE Local Action Programme 2015-2020.

## **5. LEGAL IMPLICATIONS AND STATUTORY POWERS**

Under the Localism Act 2011 General Powers of Competence the Council has power to promote the economic, social and environmental well-being of its area.

- RDPE – Local Action 2007-2013

The Accountable body was responsible for financial probity and contract holders and as such are required to keep all RDPE – Local Action 2007-2013 records at least until the end of 2021 or until such time as Defra gives authorisation to destroy the files.

- RDPE 2015-2020

A contract between the accountable body, a delivery body, South Devon Coastal Local action Group/Greater Dartmoor Local Enterprise Action Fund to be put in place.

### **5. FINANCIAL INFORMATION RDPE – Local Action 2007-2013**

5.1 SHDC contributed an annual contribution to the delivery body of £27,000 per year for six years (£21,000 LAG contribution and £6,000 LEAF contribution) towards the management, administration and project development.

5.2 The funding came from the Economic Initiatives Reserves.

5.3 West Devon Borough Council and Teignbridge District Council each contributed £6,000 per year for six years to the LEAF. Dartmoor National Park contributed £3,000 per year for six years to the LEAF.

5.4 The value of the RDPE programme for the South Devon Coastal Local Action Group was £1,797,000 million

The value of the RDPE programme for the Greater Dartmoor Local Enterprise Action Fund (LEAF) was £1,996,000

5.5 Total project funding achieved for the LAG was £4,785,476  
Total project funding achieved for the LEAF was £4,869,114

5.6 The Council as the Accountable body for the programme received an annual contribution from the RDPE programme of £10,000 per year (£5,000 LAG & £5,000 LEAF).

### **FINANCIAL IMPLICATIONS RDPE – Local Action 2015-2020**

5.7 The Accountable Body takes responsibility for the legal and financial management of the grant disbursed to the programmes. As the organisation receiving the funding, the accountable body is therefore responsible for putting in place an audit trail, overseeing contract management with suppliers and ensuring that the projects has sufficient cashflow.

- 5.8 It is the Accountable Body's role to ensure that proper and effective Governance is in place, overseeing the allocation and spend of external funding streams.
- 5.9 In terms of financial benefits, the opportunity exists to benefit from £3,819,000 across the two programmes over the 5 years to 2020 to support eligible projects with an estimated overall value in excess of £9 million.
- 5.10 Further EU funding is likely to become available as the programmes progress, and will be awarded to the programmes performing most effectively. The local partnerships running these programmes have an excellent track record and plan to benefit from this opportunity.
- 5.11 The costs to the Accountable body for the 2015-2020 programme is £17,500 per year for six years which will be met fully through the management and administration budget allocated to the programme.

## 6. RISK MANAGEMENT

The Risk Management implications for 2015-2020 are shown at the end of this report in the Strategic Risks Template.

## 7. OTHER CONSIDERATIONS

<b>Corporate priorities engaged:</b>	Economy, Environment and Community
<b>Considerations of equality and human rights:</b>	N/A
<b>Biodiversity considerations:</b>	N/A
<b>Sustainability considerations:</b>	<ul style="list-style-type: none"> <li>The RDPE 2007-2013 programme contributed to more resilient and sustainable communities.</li> <li>The RDPE 2015-2020 programme will contribute to a more resilient and sustainable economy.</li> </ul>
<b>Crime and disorder implications:</b>	None
<b>Background papers:</b>	<i>None</i>
<b>Appendices attached:</b>	<i>LEAF Projects supported 2007-2013 LAG projects supported 2007-2013 Young Business Growth Case Study</i>

### STRATEGIC RISK ASSESSMENT 2015-2020

No	Risk Title	Risk/Opportunity Description	Inherent risk status			Mitigating & Management actions	Ownership	
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1	Accountable Body Function	<p>Financial risk</p>           <p>Funding opportunity of £3.8m across SHDC, WDBC &amp; TDC</p>	4	2	8	↔	<p>Each successful project within the RDPE programme will be allocated a specific amount of funding. Should any of the projects exceed its allocation of funding this would be the responsibility of the project applicant.</p> <p>Funding for projects is paid retrospectively upon the provision of appropriate evidence which is inspected by Audit.</p> <p>10% of funding is withheld from partners &amp; businesses until the project has been completely signed off.</p> <p>Monitoring and evaluation of the programme will be undertaken on a regular basis.</p> <p>Meets an economy delivery plan priority: Maximising Funding Opportunities.</p>	SHDC

							<p>The total project value is likely to exceed £9m</p> <p>The funding programme will be focused on the economy.</p>	
2	Programme Delivery	<p>Lack of project ideas.</p> <p>Capacity to deliver the programme</p>	4	2	8	↔	<p>Business workshops were held through June &amp; July to gather project ideas to inform the creation of a local development strategy .</p> <p>Production of an effective communication strategy</p> <p>Sound Performance Management using proven processes and systems.</p>	<p>Responsibility for programme delivery yet to be decided.</p> <p>A procurement exercise is currently being undertaken for a delivery body.</p>
3	Officer capacity in view of other work pressures, as well as the capacity of partners	Focused approach to work load. This project would be delivering key actions within the Economy Delivery Plan & adding value to the wider local economy.	4	2	8	↔	<p>Procurement of a delivery body to carry out management, administration and project development by a company that will have a proven track record with sound performance management to increase the capacity of both the Council and its partners.</p> <p>Council officer capacity remains limited but has been effective throughout the last programme.</p>	Delivery Body and SHDC



Applicant	Project Title	Description	Project Cost	LAG Cont.
Aveton Gifford Shop and Post Office	Aveton Gifford Village Shop	New building to house AG shop - from current portacabin	£ 89,231	£ 34,879
Newton and Noss Parish Council	Collaton to Butts Park Link Path	Permissive footpath in Newton/ Noss Parish	£ 37,620	£ 6,326
Devon Wheels to Work	Devon Wheels 2 Work	Scooter loan and training programme to improve access to work and training	£ 88,698	£ 45,070
Community Council of Devon (CCD)	Women Do Business in South Devon	Business support tailored for women, delivered through 3 community business networks	£ 44,341	£ 24,977
Kingsbridge Information Centre	Kingsbridge Information Centre Website	To provide a new dynamic website for Kingsbridge Information Centre	£ 29,288	£ 14,644
Dartmouth Museum Association	Dartmouth Museum	To upgrade the museum displays to tell the town's maritime and social history	£ 41,233	£ 20,000
Stoke Fleming Cricket Club	Stoke Fleming Cricket Club - New Cricket Ground	The project will purchase, erect and furnish a brand new cricket pavilion.	£ 12,468	£ 6,227
South Devon AONB Partnership	South Devon AONB Estuaries	Initiative to encourage enjoyment and sustainable use of the estuaries in South Devon	£ 57,833	£ 34,700
PILGRIM BM 45 TRUST LIMITED	Pilgrim Preservation Project	Restoration of a 1895 Brixham Sailing Trawler	£ 1,125,129	£ 60,000
Salcombe Yacht Club	Salcombe Yacht Club Kitchen Improvements	Enhancement of yacht club facilities	£ 146,512	£ 50,000
Coleridge Bus	Coleridge Bus	Scheduled transport service in South Devon, linking walking routes	£ 120,929	£ 45,550
South Pool Village Hall	South Pool Village Hall Infrastructure	Upgrading existing heating and cooking facilities	£ 10,600	£ 5,289
Malborough Wheels Park	Malborough Wheels Park	Install equipment for skate/bike park	£ 46,513	£ 15,000
Halwell & Moreleigh Village Hall Phase II	Halwell & Moreleigh Village Hall Phase II	Extension to Village Hall	£ 144,428	£ 15,000
Active Kingston	Active Kingston Children & Young People Play Area	Replacement/Improvement of facilities	£ 38,272	£ 15,000
Kingsbridge Playspaces Group	Kingsbridge Steep Slope Adventurous Play Area	Create activity / adventure area for older children in Kingsbridge	£ 37,015	£ 15,000
Down Thomas Silver Jubilee Hall	Down Thomas Silver Jubilee Hall	Kitchen extension and disabled toilet facility	£ 49,954	£ 15,000
Kingsbridge in Bloom	Kingsbridge in Bloom - 'Growing Pride'	To improve the town and market square, by incorporating sustainable planting techniques	£ 11,927	£ 5,500
South Hams Art Forum	South Hams Arts Trail	Maps and marketing materials to promote trails of artists, studios and exhibitions	£ 8,950	£ 6,000
Castle Cove	Castle Cove	Reopening of Castle Cove, Dartmouth - Final Phase	£ 180	£ 180
Flavel Centre Trust	Flavel Centre Enablement Project	Plan to increase audiences, reduce running costs and lesser environmental impact of Centre	£ 1,621	£ 1,300
Sandover Associates Ltd	Renewable Energy Tour South Devon	Pilot project to set up renewable energy tours to inform people and businesses in S Devon	£ 2,486	£ 1,175
Kingsbridge Town Council	Community Centre for Kingsbridge (Design Stage)	Prepare updated design and costings for a new community centre based in Kingsbridge	£ 1,714	£ 1,096
Kingsbridge & Malborough Junior Football Club	Kingsbridge & Malborough United Pavilion	The project aims to provide a new pavilion with changing rooms to support the young teams	£ 51,343	£ 15,000

Issue status: Issue 5

Issue Date: 05/11/2014

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Applicant	Project Title	Description	Project Cost	LAG Cont.
Aveton Gifford Allotments	Aveton Gifford Allotments Solar Water Project	Provision of solar powered rain water pump to irrigate allotments	£ 8,586	£ 4,000
Flavel Centre Trust	Flavel for the Future	Purchase of PV array, low energy lighting, digital project and stage lighting to upgrade the Centre	£ 68,220	£ 45,158
Chivelstone Parish Council	JFT Play Area - East Prawle	Transform the existing play park into a new, fit for purpose play area for all ages	£ 12,587	£ 6,000
Modbury Association of Recreation and Sport (MARS)	MARS Community Sports & Recreation Pavilion	This project will provide a state of the art Pavilion within a flexible and exciting space	£ 194,795	£ 15,000
Aveton Gifford Parish Council	Bridges Community Play Park, Aveton Gifford	Play space for the children Aveton Gifford	£ 25,768	£ 11,920
Modbury Parish Council	Modbury Town Square Feasibility Design Study	Feasibility design study for a Town Square in Modbury	£ 10,063	£ 7,500
Modbury Association of Recreation and Sport (MARS)	Modbury Sports and Recreation Pavilion Plans	Preparation of detailed design for MARS Pavilion in Modbury	£ 4,320	£ 3,261
Avon Fishing Association	River Avon Project - phase 1	Pilot to improve fishing access to River Avon aiming to provide better tourist attraction	£ 3,392	£ 2,871
Bigbury Parish Memorial Hall	Bigbury Parish Memorial Hall EF	Appoint a professional to assess alternative methods of refurbishing hall	£ 676	£ 507
Cornworthy Allotment Association	Cornworthy Allotments	Installation of rainwater harvesting, borehole, communal composting and shed	£ 12,295	£ 6,148
Holbeton Parish Reading Rooms	Holbeton Parish Reading Rooms	To bring building back into community use and upgrade utilities and add heating	£ 21,317	£ 8,923
Bigbury Parish Memorial Hall	Bigbury Memorial Hall - Stage/Storeroom Refurbis	Refurbishment of existing stage and storage areas	£ 10,468	£ 5,234
TQ Recycling	TQ Recycling - Transformation of Trade Recycling	Purchase of capital equipment for business	£ 175,218	£ 45,590
Holbeton Village Alliance	Holbeton Children's Community Facilities	To appoint a consultant to assess improvements to three children's facilities	£ 1,708	£ 1,277
Loddiswell Playing Fields & Village Hall Trust	Loddiswell Play Equipment	Replacement and new equipment for Loddiswell play area.	£ 23,938	£ 3,231
Brixton Community Association	Brixton Play Trail- Design	To engage a landscape architect to design a play trail	£ 3,166	£ 2,374
Slapton Parish Council	Slapton Open Spaces	Plan to develop a piece of land granted to the Parish Council as an open space for the community	£ 2,001	£ 1,641
U3A Yealm Environmental Group	Newton and Noss Renewable Energy Cluster	Survey and report to recommend the most suitable RE for a number of community buildings	£ 1,330	£ 998
Endurance Life	Endurance Life - Trail Blaze	Make updates to - and purchase - the equipment to be used for TrailBlaze	£ 28,469	£ 10,000
Discovery Surf School	Discovery Surf School - BGD	Equipment purchase and marketing to develop business	£ 24,032	£ 7,500
Blackness Marine	Blackness Marine	New boarding pontoon adjacent to slipway	£ 40,000	£ 10,000
Salcombe Sea-N-Shore	Salcombe Sea-N-Shore BGD	Promotion and expansion of sailing training business	£ 6,769	£ 3,384
Devon Association for Renewable Energy	Renewable Energy for South Devon Coastal LAG	SDC Renewable Energy Network	£ 88,104	£ 74,216
Dartmouth Town Council & MCTi	Dartmouth Regeneration Project	Dartmouth Market Square	£ 347,579	£ 100,000

Applicant	Project Title	Description	Project Cost	LAG Cont.
Karen Marshall	Core Fitness	Pilates business start-up	£ 4,172	£ 1,644
RealDrink Ltd	Yarde Labeller - Real Drink	Purchase of a semi automatic labelling machine and foil pleater with small compressor	£ 4,315	£ 2,127
Brixton Community Association	Brixton Play Trail	Aims to create a village play trail linking existing and new play spaces	£ 101,697	£ 15,000
Devon Renaissance	Local Supply Chain Research - South Devon	An investigation into the viability of a Local Supply Chain Development project	£ 6,700	£ 6,700
Discovery Surf Media	Discovery Surf Media	New photography equipment and promotion of surfing tuition	£ 7,891	£ 3,626
Dartmouth Yacht Club	Sea Kayaks & Canadian Canoes	To extend the range of sporting opportunities for the townspeople of Dartmouth	£ 10,103	£ 5,051
Salcombe Maritime Museum	Salcombe Maritime Heritage Project	To raise awareness of Salcombe's maritime heritage and upgrade the museum	£ 25,107	£ 17,539
Kingsbridge Playspaces Group	Duncombe Park Teen Zone	New challenging equipment for teenagers and young adults	£ 67,271	£ 15,000
Pebbles of Salcombe	Building Growth thru existing & new service lines	Building improvements to office & storage, new technologies & installation	£ 15,734	£ 8,474
Magic Seaweed (MSW) Trading name of Metcentral Lim	Magicseaweed	Developing website to operate on an international basis	£ 13,668	£ 7,474
Kids Cooking Company Limited	Kids Cooking Company	To consolidate existing cooking range & develop gardening project range and improve marketing & PR	£ 11,102	£ 4,368
Kudos Software Limited	Kudos Future Product	New product to allow users to frequently review stock for larger businesses	£ 20,220	£ 10,000
Cream Graphic Design	Cream Graphic Design	To assist with the initial start-up of the business	£ 6,726	£ 3,363
The Reel Cinema	Reel Cinema: Future Projections	digital cinema in Kingsbridge	£ 56,021	£ 27,500
Moor View Touring Park	Online Marketing & Booking Project - Moor View	To update websites to compete against more sophisticated companies to encourage more tourists	£ 5,254	£ 2,654
Aveton Gifford Memorial Hall	Aveton Gifford Memorial Hall Refurbishment	Preparing detail design for hall refurbishment	£ 7,740	£ 5,805
Salcombe Art Club	Salcombe Art Club	Renovation of a multi-function space	£ 85,511	£ 42,755
Newton & Noss Network	Noss Playpark Improvement Project	To transform the existing park with new themed play equipment	£ 96,900	£ 15,000
Stoke Fleming Play Park	Stoke Fleming Play Park	Replace the current outdated play equipment at Stoke Fleming play park with innovative equipment	£ 66,253	£ 9,296
Kingsbridge and District Agenda 21 Group	Kingsbridge Carbon Reduction Working Group	To create an action plan setting out how Kingsbridge intends to contribute to carbon reduction	£ 2,600	£ 1,800
Mouldtech Solutions	New Machine	We require a CNC milling machine	£ 43,420	£ 10,000
Devon Renaissance	Community Broadband Demand Study	Assess demand and viability for a community broadband project in the SDC LAG area.	£ 9,535	£ 6,350
Salcombe Harbour & Navigation Authority	Phosphate Free Salcombe	Improvement of Estuary water quality by promoting 'nudge' changes of habits by users of the estuary	£ 4,400	£ 2,641
Kingsbridge Information Centre on behalf of ASHTIC	South Devon Coastal Activities Network	To create a network of activity providers and provide collaboration opportunities	£ 3,419	£ 2,245

Issue status: Issue 5

Issue Date: 05/11/2014

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Applicant	Project Title	Description	Project Cost	LAG Cont.
Slapton Line Partnership	Start Bay Tourism and Environment Project (STEP)	aims to unify the tourism offer within the area and provide a framework for development .	£ 31,727	£ 17,371
Ringmore Parish Room Committee	Re-Roofing Ringmore Parish Room	To provide a new roof for Ringmore Parish Hall	£ 9,120	£ 4,560
Cornworthy Parish Hall	Cornworthy Village Hall Phase II	This project will provide an urgently required warm, private small meeting room/secondary room.	£ 32,830	£ 17,330
Flavel Centre Trust	Sustainability Completion	For final improvements - the aim is to provide as wide a range of live events as possible	£ 6,113	£ 3,091
Newton and Noss Parish Council	Newton & Noss WI Community Hall - Design	Preparation of drawings for planning permission for renovation & improvements to existing hall.	£ 2,400	£ 1,800
Devon Renaissance	Community Broadband Portal	Website to assist communities suffering from poor broadband service	£ 1,625	£ 1,125
Burton Farm	Burton Farm House Country Hotel for the Elderly	Specific conversion & adaptation costs to the property	£ 17,946	£ 8,973
Walk This Way	Walk This Way	Walking holiday company, proposed project is a new business which will grow and develop in time	£ 5,400	£ 2,526
Dartmouth and District Indoor Swimming Pool Trust	Dartmouth & District Indoor Pool	New swimming pool adjacent to existing leisure centre	£ 25,000	£ 10,000
West Devon Business Information Point	Business Improvement Project	Business advice project for South Devon Coastal area	£ 35,000	£ 20,000
Kingsbridge and District Agenda 21 Group	Kingsbridge Local Food Co-operative	To prepare for, publicise and set up a weekly Local Food/Produce Stall, to be operated on the Town S	£ 1,615	£ 1,127
Reading Room Management Committee	Kingston Reading Room Floor	To ensure Kingston Reading Room continues to fulfil its role as the main community resource	£ 4,040	£ 2,020
Brixton Parish Council	Silver Bridge Way Community Path	The project aims to build a safe, sustainable, environmentally friendly, multi use path	£ 42,803	£ 5,000
Rowbury Gallery	Rowbury Retail Website	To set up an online retail website for Rowbury Gallery	£ 8,237	£ 4,000
Rebecca Dupere	Dupere Expansion of Business	transform shop premises, storage and online sales	£ 8,238	£ 4,119
The Reel Cinema	Reel Cinema - Digital 3	Purchase and installation of a digital projector to upgrade the third screen at the Reel Cinema	£ 21,600	£ 10,000
Malborough Parish Council	Malborough Jubilee Playground	To create a new inclusive play space that is dynamic/challenging/stimulating for a range of ages	£ 35,554	£ 14,957
Pebbles of Salcombe Ltd	Growing Markets & Developing Access (Clients & Staff)	Improving e-marketing and use of IT to improve business	£ 5,815	£ 2,900
Parish of Thurlestone Society	Thurlestone Rural Community Broadband Development	Develop a viable proposal for the provision of improved broadband infrastructure in the Thurlestone	£ 14,500	£ 9,500
Salcombe Yacht Club	Salcombe Yacht Club Training & Cadet Facilities	To build on the success of Phase 1 of the renovations to develop a bespoke training facility	£ 45,150	£ 17,000
Dartmouth Business Forum	Dartmouth Business Improvement District	To develop a business improvement district proposal for Dartmouth	£ 40,250	£ 20,000
Devon Renaissance	Assistance for Businesses and Communities	Project development and capacity building for small grants funds	£ 50,547	£ 50,547
Aune Head Arts (AHA)	Wordquest	Literary trail map for Devon	£ 38,665	£ 6,000
DR	Young Business Growth	Project will provide multi faceted support, funding, mentoring & business advice to young people	£ 82,260	£ 34,811

Issue status: Issue 5

Issue Date: 05/11/2014

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Applicant	Project Title	Description	Project Cost	LAG Cont.
Salcombe Crab Traders	The Crab Shed	To develop the Crab Shed to operate a small seafood restaurant and retail outlet, development of Salcombe Trail and interpretation boards	£ 25,000	£ 15,000
Kingswear Parish Council	Jubilee Park, Kingswear Community Project	A replacement / improved fence and construction of a new path to a restored Lime Kiln	£ 5,967	£ 2,984
Heron Valley Cider Ltd	Heron Valley Carbonation Equipment	Purchase of carbonation equipment	£ 19,317	£ 9,500
Inside Out Garden Rooms	Inside Out Garden Rooms	Design, construction and installation of energy efficient bespoke garden rooms.	£ 5,701	£ 2,851
Woolston Woodfuel	Supply of Wood Fuel (Woolston Woodfuel)	Purchase of machinery	£ 20,420	£ 9,271
South Devon Chilli Farm	SDCF Diversification	Parking & access improvements and provision of play opportunities	£ 16,950	£ 8,970
Stoke Gabriel Pre-School	Forest School in Stoke Gabriel Community	Forest School for children in Stoke Gabriel and surrounding area	£ 2,599	£ 1,300
Modbury History Society	Heritage Town Walking Guide and Information Boards	Provision of walking guide and information boards to inform both locals and visitors	£ 9,000	£ 4,500
Chillington Community Association	Chillington Village Hall Sports & Play Area	Purchase of play equipment	£ 50,535	£ 15,000
Donkeys & Dartmoor Equine Assisted Learning CIC	Donkeys and Dartmoors Equine Assisted Learning Pilot Project	Pilot project for Equine Assisted Learning Activities	£ 4,950	£ 2,475
The High Nature Centre Ltd	High Nature Business Enhancements	Provision of additional equipment and facilities for local people and visitors	£ 15,654	£ 7,984
Salcombe Pre- School	Salcombe Pre-School Outside Playspace	Play provision for 2 - 4 year olds	£ 6,500	£ 3,132
Dartmouth & District Guide Ltd	Discover Dartmouth Mobile Website & On-line Booking Service	To provide a seamless sustainable service to increase tourism to Dartmouth and the surrounding area	£ 5,086	£ 3,000
Hope Cove Lifeboat	Youth Section Training	To provide equipment to train a youth section in boat handling and navigation to enhance their skills and safety at sea.	£ 4,117	£ 2,058
Blackawton Community Shop	Blackawton Community Shop	Access improvements and building upgrade	£ 12,000	£ 5,435
Torcross Boathouse - Winter Season Project	Torcross Boathouse		£ 13,681	£ 6,841
DR Company	Business Health Check and Impact Assessment	A group of survey and research elements to assess the health of businesses in the SDC LAG Area (funding amount subject to availability)	£ 12,720	£ 12,720
TOTALS			£ 4,785,476	£ 1,437,834

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Applicant	Project Title	Description	Project Cost	LAG Cont.
West Devon Business Information Point	Business Improvement through Skills Training	Training businesses to help them get through recession ..	£ 102,649	£ 38,947
Drakes Dartmoor Group (DDG)	Connecting the Drakes Trail	Promoting the Drakes Trail to visitors via the Drakes Dartmoor Group	£ 31,407	£ 13,407
Moretonhampstead Development Trust	Moretonhampstead Old School Re-development	Preparatory work for the renovation of an old school into community facilities	£ 43,337	£ 25,000
The Spreyton Village Shop Association	Spreyton Village Shop	To provide a sustainable, accessible retail outlet for the village of Spreyton	£ 98,240	£ 43,455
Food and Drink Devon	Food and Drink Development	To create a network of Food and Drink sector businesses in the Greater Dartmoor LEAF area	£ 76,560	£ 37,792
Dartmoor Circle	Sustainable Dartmoor	Write a business plan to create sustainable economy in DNP, incl reducing carbon emissions	£ 30,349	£ 14,949
High Moorland Community Action Ltd	Princetown Village Centre	To provide the local community with a range of facilities and new services via the Village Centre	£ 15,865	£ 8,424
Friends of the Wharf	Taylor Made	A cultural festival based in Tavistock based on John Taylor, a former mining engineer	£ 8,916	£ 4,793
Bere Alston Regeneration Partnership Limited	Bere Alston Community Regeneration Hub	Extension to existing Parish hall to act as multi-purpose facility	£ 470,127	£ 99,940
Community Council of Devon (CCD)	Women Do Business	Business support tailored for women	£ 99,402	£ 54,422
Northlew Community Broadband Project	Northlew Community Broadband	Development and procurement of broadband service to Belstone and Northlew	£ 90,748	£ 37,367
Ashburton Co-operative Transport	Moorcar car club	To set-up a new car club in Totnes and employ a part-time co-ordinator to recruit members	£ 73,637	£ 32,816
Bridford Parish Council	Bridford Playing Field	Play facilities for children	£ 31,440	£ 12,000
Ramblers' Association - Devon Area	Dartmoor Way	Consolidating and marketing the footpath and cycling routes around the perimeter of Dartmoor	£ 10,850	£ 5,000
Devon Association for Renewable Energy	Transformation Trails	Facilitation of site visits for businesses intending to take up renewable energy options	£ 10,219	£ 4,979
Ashburton School Feast Ltd	EaT Dartmoor on-line training	Web based training project for restaurants, schools and other caterers around Dartmoor	£ 66,953	£ 46,383
Devon Wheels to Work	Wheels to Work	To provide individual transport solution to enable people to access employment	£ 42,575	£ 40,000
Centre for Contemporary Art and the Natural World	Art, Ecology and the Economy	To encourage local creative arts businesses to find innovative solutions to environmental challenges	£ 23,090	£ 10,420
Milton Combe Village Hall	Milton Combe Village Hall	Refurbishment of Kitchen, Electrical Installation & Disabled Toilet facilities	£ 21,251	£ 7,652
South Brent Village Hall	South Brent Village Hall - Audio/visual Developme	Audio/visual development project To enhance life experience for the people of South Brent and small	£ 29,837	£ 4,902
Brentor Village Hall	Brentor Village Hall Refurbishment Phase 1	The first phase of the redevelopment of the Hall	£ 178,550	£ 9,469
Hatherleigh Allotments	Hatherleigh Allotments	Allotments at Fishleigh Farm	£ 7,971	£ 3,950
Global Action Plan	Industrial Estate Renewable Energy Clusters	Working with Industrial Estates in the GDLEAF area re: renewable technology & reducing energy use	£ 23,952	£ 10,351
Ashburton Heritage Centre	Ashburton Heritage Centre	The provision of very wide ranging community activities for individuals and groups, schools, college	£ 15,196	£ 7,950
Tamar Valley AONB	Tamar Valley Mountain Bike Development Project	To develop the Tamar Valley as a nationally renowned destination for downhill mountain biking.	£ 109,500	£ 56,000
Bratton Clovelly School Room Charity	Bratton Clovelly School Room	Installation of PVs, insulation, secondary glazing and underfloor heating in this community facility	£ 28,590	£ 7,500
Chudleigh Knighton Village Hall Committee	Refurbishment of Chudleigh Knighton Village Hall	Refurbishment of the village hall	£ 127,380	£ 20,000
Totnes Development Trust	Totnes Healthy Futures	The project will use a small redundant site to feature raised beds for people with disabilities	£ 16,341	£ 7,341
Old Schoolroom, Monkokehampston	The Old School Room, Monkokehampston	To install a new kitchen and provide full insulation for this Monkokehampston community facility	£ 18,135	£ 9,602
Exbourne & Jacobstowe Community Association Ltd	Burrow	A showpiece community shop, café and Post Office which will provide a broad range of services	£ 311,856	£ 52,791
Bratton Clovelly Parish Hall Renewable Energy Proj	Bratton Clovelly Parish Hall RE Project	To install an Array of Solar PVs, etc	£ 24,958	£ 10,000
Dartmoor Pony Heritage Trust	Dartmoor Pony Visitor/Education Centre	Building a visitor/education centre at Parke to promote the Dartmoor Pony	£ 146,500	£ 60,334
Hatherleigh Community Centre	Hatherleigh Enhancements - Raising the Bar (HERB)	Upgrade kitchen, install bar and additional resources to improve commercial usage	£ 20,006	£ 10,000
New Life Church	Refresh Community Cafe	Cafe for youth, mothers with young children, elderly etc with audio / IT facilities	£ 120,802	£ 20,000

Applicant	Project Title	Description	Project Cost	LAG Cont.
Dartmoor Partnership Ltd	Active Dartmoor	Development of Dartmoor website as the source of all things active	£ 119,435	£ 70,286
Totnes and District Preservation Trust	Heath's Garden	Transform public landscape garden	£ 115,060	£ 10,630
Devon Renaissance	Tavistock Business Improvement District	Establishment of a business improvement district (BID) covering Tavistock town centre	£ 43,829	£ 23,650
Centre for Contemporary Art and the Natural World	Fibres and Fashion Sustainable Approaches	To promote and link up local farmers, fibre producers and designer/makers	£ 36,950	£ 14,500
Delimann	Online Deli	To have funds to create the best possible commercial e-commerce site	£ 12,450	£ 6,225
West Devon Business Information Point	BIST Phase II	Phase II of a pilot project to assist businesses to grow	£ 161,930	£ 94,840
William Pengelly Cave Studies Trust	Ecoblock Surface	To provide a permanent, load bearing surface suitable for a variety of uses	£ 20,068	£ 10,500
Westcountry Spice Co	Sauce and Sachet Development	To develop and promote new products for export	£ 16,470	£ 6,120
Redhouse Gifts	Redhouse Gifts Shop Improvement	To revamp website, purchase racking system and equipment to improve product promotion	£ 3,655	£ 1,828
Bionova Recycling Limited	Reflex	New equipment and installation of new technology, product testing etc.	£ 42,624	£ 20,000
The Globe Inn	Globe Weddings	Improve business by offering a complete civil wedding package	£ 11,812	£ 5,906
Higher Fingle Farm	Le Confit Anglais	Proposing to market a new range of products, make an additional room and purchase equipment etc.	£ 2,305	£ 1,399
Rockin' Beads LTd	Creation of E-commerce & web based tutorials	Commission an e-commerce website to allow on-line sales plus for business growth new systems needed	£ 16,195	£ 9,758
Calder Originals	Communications Development - Calder	To raise profile through web development of high value violin & guitar cases	£ 10,000	£ 5,000
Continental Crumbs	Moving into New Business Unit - Continental Crumbs	To enable growth need to move into a business unit/equipment for new unit	£ 12,527	£ 6,773
Farmhouse Kitchen, Tavistock Ltd	FKT LTD Expansion	Purchase of essential equipment for running of business and future business	£ 3,201	£ 1,600
Down to Earth	Down to Earth	The purchase of new equipment to help with increased sales	£ 17,950	£ 6,675
Loweraish Caravan Site	Loweraish Renewable	To make site 100% renewable - installation of new equipment	£ 46,279	£ 20,000
Anahat Energy Limited	Anahat Energy Wind Power Development Software	To invest in the development and support of Anahat Energy's capacity to deliver wind energy projects	£ 3,960	£ 1,969
Harford Bunkhouse	Harford Bunkhouse	To renovate the farm buildings to convert to bunkhouses	£ 59,800	£ 19,988
Totnes Town Council	Totnes Civic Hall Energy Saving	To improve this community facility by making the building more energy efficient, more comfortable an	£ 10,510	£ 4,414
The Robey Trust	Education, Training & Community Mtg Room (Robey)	Create a neat, clean well-furnished meeting room	£ 19,728	£ 9,864
Hogs Bottom Garden Delights	Hog's Bottom Premises Expansion	To support expansion of the business	£ 10,682	£ 5,339
Little Bidlake Farm	Bidlake Wedding Gazebo	To expand the current business	£ 13,867	£ 6,910
Throwleigh Parochial Church Council	Provision of Public Toilet Facilities at Throwlei	Project is redevelopment of disused boiler house attached to church to provide toilet facilities	£ 19,308	£ 8,608
Centre for Contemporary Art and the Natural World	Wool Directory	To establish a greatly improved connection between wool producers, users and services in the GD area	£ 12,209	£ 5,100
Bickleigh Parish Council	Woolwell Centre Community Access Project	Aims to improve access to Community Centre & surrounding landscape	£ 85,000	£ 20,000
Dartington Village Hall Association	Rewiring of Village Hall etc - Dartington	The aim is to bring the hall up to the 21st Century standards whilst retaining its charm	£ 7,789	£ 4,174
Ashburton Heritage Centre	St Lawrence Chapel & Heritage Centre - Landscape	To create an attractive & welcoming flexible space for various community activities	£ 21,430	£ 9,000
Okehampton Community Recreation Association (OCRA)	Okehampton Sports & Activity Hub	To build a Community Sports & Activity Hub Pavilion that delivers much needed services	£ 590,934	£ 19,999
West Devon Business Information Point	Okehampton Supply Chain Research	Researching the impact of job losses on the Supply chain within Okehampton	£ 3,250	£ 2,750
Okehampton BID Association	Okehampton Business Improvement District	Planning a Business Improvement District proposal for voting in Okehampton	£ 51,000	£ 21,000
Westward Pathfinder	Okehampton Pathfinder to Work	Work Club based at the Ockment Centre to help people to find work	£ 7,240	£ 6,240
Anahat Energy Limited	Energy Efficiency Development	Providing affordable air ventilation reduction & thermal imaging services advice	£ 11,096	£ 5,000



Applicant	Project Title	Description	Project Cost	LAG Cont.
Forest Fuels	Forest Fuels ESCo Business	We believe that there is a short window of opportunity to sign-up with customers and take advantage	£ 16,000	£ 5,000
Moretonhampstead Development Trust	Green Hill Arts - Ensuring Impact	To grow the business thru marketing & promotion activities launching a new product - an Arts Centre	£ 23,000	£ 5,000
The Okey Cokey	The Okey Cokey Children's Indoor Soft Play Centre	To buy catering/kitchen equipment to produce home cooked, healthy local food	£ 6,265	£ 3,133
West Devon Citizens Advice Bureau	Money Works Ahead	Extending the CAB service to include financial advice to families in economic difficulty	£ 6,651	£ 4,348
Dartmoor on Horseback	Dartmoor Equestrian Tourism	Developing new markets for horse riding holidays on Dartmoor	£ 11,000	£ 5,000
Bigbury Mint	Purchase of Conveyor Furnace (Bigbury Mint)	Purchase a new conveyor furnace to improve the manufacture of medals	£ 36,538	£ 9,297
Teignbridge District Council	Start Up Growth Support	To address the gap for one to one business support for start up businesses in GD area	£ 9,025	£ 5,589
SUSTRANS	The Dartmoor Way Cycle Route	To create circular routes around the moor for walking and cycling	£ 45,968	£ 23,998
Buckfast Organic Bakery	Clive's Pies - Gluten Free Twin Pack	To expand the business and recruit a Sales Marketing Manager to spearhead the new sales initiative	£ 40,310	£ 20,000
Devon Renaissance	Assistance for Businesses and Communities	Project development and capacity building for small grants funds		£ 61,448
Ruby Country Partnership Ltd	Ride the Ruby Country	Multi use trails	£ 209,706	£ 41,249
Aune Head Arts (AHA)	Wordquest	Literary trail map for Devon		£ 7,500
DR	Young Business Growth	Project will provide multi faceted support, funding, mentoring & business advice to young people	£ 108,389	£ 49,063
Stone Lane Gardens	Improved access at Stone Lane Gardens	Funding towards costs of improving access to arboreteum which has National Collection status	£ 3,511	£ 1,756
The Tavistock Enterprise Hub	Tavistock Enterprise Hub	To provide affordable and accessible workspace to small businesses and community groups in Tavistock town centre.	£ 29,421	£ 12,605
Soil Association	School Farmer Market Pilot	Funding to pilot two Schools Farmers Market in the GF LEAF area	£ 7,559	£ 3,779
BIP	Okehampton Work Hub	To covert an office at Okehampton Business Centre into a work hub	£ 7,533	£ 3,767
The Provenance Company	Twool	Twool is twine produced from Whiteface Dartmoor Sheep - funding towards costs of developing new website and marketing activity	£ 14,577	£ 7,098
Creative Laser Cutting Ltd	Creative Laser Cutting	Creative Laser Cutting will produce products that are made using a Laser Cutter. This will include product design, creation and sale of products made via Laser Cutting	£ 6,300	£ 3,150
Dartmoor Partnership Ltd	Dartmoor Activity Holidays	Together with stakeholder groups this project will launch and deliver a focussed and dedicated sales promotion programme that will generate revenues for local activity	£ 20,000	£ 10,000
North Dartmoor Search & Rescue Team	N.D.S.R Purchase of Specialist Equipment & Expansion	Purchase of search and rescue equipment and training new members	£ 18,590	£ 9,295
Okehampton Community & Recreation Association	OCRA Phase II	Fitting out of the Hub Pavilion in order to achieve the objectives of the building and to make it sustainable	£ 42,000	£ 20,000
West Devon BC	Start Up Growth Support II	To address the gap for one to one business support for start up businesses and existing businesses wishing to diversify in the Greater Dartmoor area.	£ 9,175	£ 7,201
Buckfast Organic Bakery Ltd	Clive's Pies - Export and Holland and Barrett (UK) Frozen Packaging	To commission packaging designs, which will be fully European market compliant, fund the initial print run and purchase the necessary box gluing machine.	£ 49,865	£ 22,244
TOTALS			£ 4,869,114	£ 1,635,500

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### Rory Sanders Plant

The Young Business Growth Project was set up with funding from the South Devon Coastal Local Action Group and the Greater Dartmoor Local Enterprise Action Fund to help young entrepreneurs set up new businesses or to assist development of an existing business.

The funding was aimed at young people with a strong business idea but who needed funding and advice to get it off the ground. Around one in five young people in the UK were not in work, education or training in 2013. The YBG project acknowledged that there was a growing need to offer targeted support to young people.

One recipient of the Young Business Growth project who epitomized what the project set out to do, was the investment made to Rory Sanders, a 20 year old from Kingsbridge. After leaving Duchy College, Rory was not able to find work close to home but had been gaining experience working in Reading for an earthmoving company on quarries, archeological sites and canals, as Rory is a plant operator and owned his own excavator.

Rory was granted £3,046 towards setting up his own agricultural and environmental plant contracting business in Kingsbridge. He has known this type of business since he was a child as his grandfather (and mentor) had an engineering, contracting and skip-hire business. The aim of his project was to enable him to return to the area in which he was born and raised to set up a sustainable business whilst living near his family. Without the grant, Rory said that it would have been years before this could have been achieved. The money was used to purchase a 3.5 tonne tipper van, support HGV training costs, sign writing, advertising and marketing material costs.

As a result of the LAG funding, start up business and mentoring support Rory developed a full business Plan and cash flow projection to assist him with the progression and commencement of his own business which he has now set up, and hopes will grow over the next few years. The launch of his new business coincided with the retirement of a local plant and excavating contractor and so Rory has high hopes that his timing was opportune.

During the monitoring and evaluation interview Rory was asked whether he would have been able to manage the funding application process on his own without support. Rory said, "It is unlikely that I would have been able to manage the application on my own. In order to get the money to be able to set up the business I had to keep working around 10 hours each day and so could not have found the time to do this and undertake the application process at the same time."

This is a common issue that applicants and businesses face who are looking for funding, therefore, future funding programmes may need to consider having a separate pre-application mentoring and advice project sitting alongside.

When asked if there were any constraints with the funding process Rory said, "The biggest constraint was time. For second hand plant equipment the big contractors only sell on used machinery at set times of the year which did not fit with the funding timescale. I was lucky to be able to find what I wanted but it could have been a big problem." Rory applied to the Young Business Growth project towards its conclusion and so there could be no flexibility of time.

Rory is well known in the Kingsbridge area having grown up amongst the farming community and helping with his grandfather's business from the age of 8. Rory is a hard working individual who in order to work in his chosen career was forced to work away from Devon but now with the appropriate support has the financial backing and the confidence to start up his own business in the community that he knows and loves.

AGENDA  
ITEM  
**10**

## SOUTH HAMS DISTRICT COUNCIL

AGENDA  
ITEM  
**10**

<b>NAME OF COMMITTEE</b>	<b>Economy and Environment Scrutiny Panel</b>
<b>DATE</b>	<b>13 November 2014</b>
<b>REPORT TITLE</b>	<b>Trees and Hedges Update</b>
<b>REPORT</b>	<b>Ross Kennerley. Natural Environment and Recreation Manager</b>
<b>WARDS AFFECTED</b>	<b>All</b>

**Summary of report:**

In November 2013 the Council adopted a Tree and Hedge Policy, including a requirement for an annual review. This item brings Members up-to-date on implementation by the Council and includes an update on current operation.

**Financial implications:**

No direct financial implications.

**RECOMMENDATIONS:**

**That Members consider the report and**

- 1. Review current delivery and identify any matters for further action**

**Officer contact:**

Ross Kennerley. Natural Environment and Recreation Manager.  
01803 861379 ross.kennerley@southhams.gov.uk

**1. BACKGROUND**

1. In November 2012 the E&E Scrutiny Panel received a report on tree and hedge work at the Council. This included a recommendation to develop and adopt a clear and updated policy for Council work in relation to Trees and Hedges. A Task & Finish group was formed and following review of the work a detailed policy was presented to Economy and Environment Scrutiny Panel on 14<sup>th</sup> November (EE30/13) and was subsequently adopted by Executive (minute number E48/13). The approval included requirement for an annual review.

2. The adopted *Tree Protection, Inspection and Management :Policies and Procedures* includes the following
- i. The Management of Trees on Council Land (incl Tree Risk Management Procedure & Management of Council Trees leaflet)
  - ii. The protection of Trees on Private Land (incl TPO assessment Procedure & Management of Protected Trees leaflet)
  - iii. The Protection of Trees on Development Sites (incl Validation Guidance)
  - iv. Trees and the Community
  - v. Protection and management of hedgerows

## 2 MATTERS FOR CONSIDERATION

- 2.1 **Implementation of Policy and Procedures.** Implementation has been undertaken and a summary is given in the table below

Work Area	Update
The Management of Trees on Council Land	Tree Risk Procedure implemented with programme of pro-active surveys and inspections underway and procedure for re-active survey and works in place.  Greenspace Team undertaking some inspection and works having taken on "Tree Works" budget and increased training and capability.  Previous recording software no longer supported. Awaiting new software. Increasing risk around managing inspections, record keeping and defending claims if damage occurs.
The protection of Trees on Private Land	Tree Preservation Order assessment procedure implemented. Used successfully to differentiate between trees worthy of TPO and trees not worthy of TPO.
The Protection of Trees on Development Sites	New procedure for ensuring correct information accompanying Planning Applications incorporated into "Validation Checklist"
Trees and the Community	South Hams Tree Warden Scheme supported Community Tree Planting Projects supported
Protection and management of hedgerows	Continues under existing legislation. No changes to procedure.

- 2.2 **Current Situation.** The previous Tree Officer left the Council in April 2014. In anticipation of new working practices within the T18 model an interim working practice has been implemented which includes retention of a private consultancy for specialist advice. Members are invited to assess effectiveness of the following approach which recognises the emerging T18 model and continues to align work to the new structure

- As before this area of work is overseen by the Landscape Officer (Alex Whish) – to whom Tree Officer previously reported.
- Council owned trees. The increased tree inspection capability within the Green Space delivery team has broadened the Councils ability to respond to requests to work on Council trees. Ad hoc queries are now referred, in the first instance, to the Green Space Team for assessment – and if necessary works agreed and undertaken in house. The Council retains additional consultant support to maintain its planned programme of inspection and provide technical support to the Green Space Team where detailed additional inspection is required. Lack of suitable hardware and software is a constraint on efficient working and record keeping.
- Tree Protection Tree and Hedge Applications. These continue to be case managed by Claire Palmer. Where necessary they are referred to retained consultant for onsite inspection. The Council continues to issue decisions in a timely manner and has won the two TPO Appeals lodged since the new arrangement came into place
- Requests for new TPOs. The Council has received an unprecedented number of requests for new TPOs to be served – both from the public and in relation to new development sites. These requests are managed by Claire Palmer. Requests are assessed on site by the consultant using the recently agreed TPO Assessment Procedure and a decision made to either issue a TPO, or decline the request, is based on this assessment.
- Enforcement Cases are managed through the normal DM procedure as before. Where site inspection or evidence gathering is required Alex Whish, Ross Kennerley or the retained consultant provide this. The number of reported cases has increased markedly.
- Trees on Development Sites. Cases are dealt with alongside other DM consultations. No specific issues.
- Trees and Community. Tree Wardens continue to be closely involved in, and consulted on, tree protection matters
- Hedgerow cases. Stable application workload but increasing demand year on year for active intervention in enforcing High Hedge cases
- General tree and hedge queries. As previously these are received by Customer Services and Assets Business Support staff. Where possible they are dealt with directly – but where they are more complex they are logged and referred to Alex Whish. This approach is allied to increased map and text based information on the website to improve the ability of enquirers to find answers directly. Lead in Assets Business Support Unit continues to be Jane Hoff

In general tree work is an area where pressures are increasing as housing development picks up and the quantity of TPOs increases year on year. The continued general confusion amongst many landowners and neighbours about responsibility for trees also leads to a continued flow of ad-hoc and complex queries. The processes for dealing with these will be fully integrated into the T18 model – and will be informed by the current interim arrangement. It is recognised that there have been some limited delays – but this reflects spikes in workload as much as any bedding in of the interim arrangement.

### **3. LEGAL IMPLICATIONS**

3.1 The Council has the following legal powers and responsibilities

- Powers and duties to protect trees of amenity value under the Town and country planning Act 1990
- A legal duty of care to manage trees on its land under the Occupiers Liability Acts and common law.
- Powers to plant and manage trees under the Localism Act 2011 and General Powers of Competence
- Statutory duty to have regard to biodiversity and protected landscapes. A duty to protect countryside hedgerows under the Environment Act
- A duty to resolve High Hedge disputes under the Anti Social behaviour Act
- Discretionary powers to intervene to make safe private trees under the Miscellaneous Provisions Act 1974

#### **4. FINANCIAL IMPLICATIONS**

4.1 There are no further anticipated costs generated from these proposals.

#### **5. RISK MANAGEMENT**

The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

#### **6. OTHER CONSIDERATIONS**

<b>Corporate priorities engaged:</b>	Conservation of the Natural and Built Environment Sustainable Communities
<b>Statutory powers:</b>	See above
<b>Considerations of equality and human rights:</b>	No issues are identified – although charged services would still need to be reasonably accessible to all.
<b>Biodiversity considerations:</b>	Protection, management and planting of trees have biodiversity benefits
<b>Sustainability considerations:</b>	Protection, management and planting of trees have sustainability benefits
<b>Crime and disorder implications:</b>	High Hedge procedures deals with neighbour disputes
<b>Background papers:</b>	TEMPO – Tree Evaluation Method for Preservation Orders BS 5837. Trees and Development 2012 Blue Book. A Guide to the Law and good Practice H & S Exec Tree Risk Management Tree safety council Good Practice Guidance
<b>Appendices attached:</b>	None



## STRATEGIC RISKS TEMPLATE

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1	Tree protection  Failure to meet statutory duties over tree protection	Process for serving and managing TPOs	3	1	3	↓	Robust policies and procedures implemented in accordance with legislation and guidance	RK
		Deal with applications for works in timely fashion	3	2	6	↓	Clear process for assessing and issuing decisions	RK
		Capacity to serve new TPOs in light of increased demand and significant increase in development sites	3	3	9	↑	Ensure adequate case management and support capacity in emerging T18 model	KC
		Capacity to investigate and enforce breaches	3	3	9	↑	Ensure adequate enforcement capacity in emerging T18 model	KC
2	Trees on Council Land	Policy for inspecting trees on Council land	5	2	10	↓	Appropriate tree inspection policy in place	RK
	Failure to manage trees on council land appropriately	Inspection procedures	5	2	10	↔	Pro-active and re-active procedures in place. Need to ensure good transfer of requests and case management	RK
		Record keeping and mapping	5	3	15	↑	Existing IT no longer adequate to record inspections and provide data.  Need to incorporate in new IT system	MW
3	Countryside Hedgerows	Failure to implement regulations	3	3	9	↔	Implement robust policies and procedures in accordance with legislation and guidance	RK
4	High Hedges	Failure to implement regulations	2	4	8	↔	Provide appropriate service	RK

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
5	Tree Planting and community projects	Opportunity to provide new trees and woodlands	2	2	4	↑	Support appropriate planting on council land and through community groups	RK
6	Arboricultural specialism	Need to ensure access to adequate expertise and capacity.	3	4	12	↔	Current arrangements have expertise available. Need to ensure adequate capacity and capability through T18.	KC

Direction of travel symbols ↓ ↑ ↔

## ECONOMY AND ENVIRONMENT SCRUTINY PANEL

### ANNUAL WORK PROGRAMME – 2014/15

2014	Agenda Items	Lead Officers
June	Public Forum	
	Executive Forward Plan	
	Annual Work Programme 2014/15	
	Task and Finish Group Updates	
	Broadband	
	Update from Executive Portfolio Holder on Assets, particularly spend on coastal assets	
September	Public Forum	
	Executive Forward Plan	
	Broadband Update – attendance of DCC/BT	
	Review of provision and maintenance of SHDC fleet	
	Task and Finish Group Updates	
November	Public Forum	
	Executive Forward Plan	
	Fees and Charges Report	
	Tree Management	
	Update on work of RDPE – LEAF and LAG Programme	
	Task and Finish Group Updates – report on Coastal Assets	
<b>2015</b>		
January	Public Forum	
	Executive Forward Plan	
	Presentation from SWW (?)	
	Concluding reports of Task and Finish Groups	
April		

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<b>NAME OF COMMITTEE</b>	<b>Economy &amp; Environment Scrutiny Panel</b>
<b>DATE</b>	<b>13 November 2014</b>
<b>REPORT TITLE</b>	<b>Managing coastal change and assets. Update from Task and Finish Group</b>
<b>Report of</b>	<b>Natural Environment and Recreation Manager</b>
<b>WARDS AFFECTED</b>	<b>All coastal wards and those adjacent to tidal waters</b>

**Summary of report:**

The Council undertakes a wide range of statutory and discretionary activities on the coastline, and holds a significant number of coastal assets. The coast is under constant pressure and change, as the recent storms have highlighted. This report presents an update from the Task and Finish Group

**Financial implications:**

There are no immediate financial implications arising directly from this report. However, there are potentially significant cost implications in coastal management as set out in the details on coastal assets.

**RECOMMENDATIONS:**

It is recommended that the Panel:

- a. Notes current progress from the Task and Finish group
- b. Considers whether any issues raised in the report should be given further attention by the Task and Finish Group
- c. Consider the financial implications of the Coastal assets review and make any necessary recommendations to the Executive

**Officer contact:**

Ross Kennerley    Natural Environment and Recreation Manager.

**1. BACKGROUND**

- 1.1    The 20<sup>th</sup> March E&E Scrutiny Panel received a detailed report on Coastal matters. Consideration of these led to establishment of the Task and Finish Group which has subsequently met on June 20<sup>th</sup> & September 25<sup>th</sup>.

1.2 The group has concentrated on 3 issues which are reported back in summary

SHDC owned Coastal Assets review  
 Undeveloped Coast Policy  
 Coastal Change Management Area Policy

1.3 These matters are covered in the attached minutes of the September 25<sup>th</sup> T&F group. In particular members expressed concern about the extent of liability in relation to SHDC owned coastal assets and requested further feedback to Scrutiny on this matter.

## 2. MATTERS FOR CONSIDERATION

2.1 **SHDC owned Coastal Assets Review** As has been reported previously SHDC owns over 130 assets along the coast and estuaries. These have been subject to ongoing management over the decades and more recently been subject to a comprehensive assessment of condition. The initial analysis reveals an estimated expenditure pressure as set out in the table below

Years	2015 -2019	2020 - 2024	2025 - 2029	2030 - 2034
Estimated Expenditure	£1.5m	£2.5m	£631,000.00	£941,000.00

2.2 These cost pressures are indicative and will need to be factored into the Capital programme. There will also be a need to identify other potential sources of funding and this potential programme of works will need further assessment and review prior to agreeing detailed long term projects. In order to establish a context of coast related expenditure the following table sets out previous capital expenditure (totals are rounded)

Works	13/14	12/13	11/12	10/11	09/10	TOTAL
	£	£	£	£	£	£
Cliff works for public footpath		36,885	1,330	5,509		43,724
Repositioning and replacement			22,973	7,140		30,113
Reconstruction				2,563	13,082	15,645
Improvements	1,460,288	250,267	64,776			1,775,331
Diversion of Culvert and assoc. Works	65,008					65,008
New slipways	288,421	888,296			16,184	1,192,901
Coastal Defence Scheme	36,865					36,865
Unspecified					45,109	45,109
<b>Totals</b>	<b>1,850,583</b>	<b>1,175,448</b>	<b>89,079</b>	<b>15,212</b>	<b>74,375</b>	<b>3,204,697</b>

2.3 There has also been expenditure incurred under the repairs and maintenance budget as below:

Years	13/14	12/13	11/12	10/11	09/10	Total
Estimated Expenditure	£115,645	£65,506	£25,637	£12,290	£64,636	£283,714

2.4 **Our Plan Policies**. Two policies have been considered by the T&F group (as reported in the minutes).

2.5 The *Undeveloped Coast* Policy is felt to be a more straightforward matter – involving the extension of the existing Heritage Coast designation and applying an assumed boundary through Wembury to give coverage across the entire South Hams

The application of a *Coastal Change Management Area* policy is a more complex issue. The policy needs to identify areas vulnerable to coastal change and to control location and types of development within this coastal zone. The T&F group has modelled this using coastal change boundaries contained in the Shoreline Management Plan. This policy will have distinct impacts on properties in limited coastal locations. These areas were also presented to a wider meeting of Members at the Single Topic Discussion on 9<sup>th</sup> October.

2.6 **Other coastal issues** At the meeting of March 20th Scrutiny considered a wide range of coastal issues as set out in the updated table at Appendix 1. Scrutiny Members are asked to consider what further matters, if any, require referral to the Task and Finish Group given the progress made on the initial three matters reported above. Members may wish to note the 2<sup>nd</sup> strategic risk below and whether a clearer policy, and approach, to dealing with coastal change and coastal flooding may assist in clarifying responsibilities of the District Council for the public and landowners.

### 3. LEGAL IMPLICATIONS

3.1 The statutory powers and duties are addressed in in the table in appendix 1. Key strategic risks are identified at Appendix 2.

### 4. FINANCIAL IMPLICATIONS

4.1 There are no financial implications arising immediately from this report. However, the review of Council coastal assets will certainly have financial implications. The expectation by government that the Council should contribute to the cost of flood protection and coast defence works should also be considered.

## SOUTH HAMS COASTAL MANAGEMENT RESPONSIBILITIES

THEME	STATUS	COUNCIL ROLE	PRINCIPLE ACTIVITIES
Coast defences	Compulsory (Coastal Protection Act 1949)	The Council is a Coast Protection Authority	Undertake coastal protection works where it is deemed appropriate, and in accordance with national flood and erosion risk management strategies. Section 4  Serving notice on 3 <sup>rd</sup> party to undertake maintenance of structures owned by them. Section 12  Recovery of cost in repairing structures owned by a 3 <sup>rd</sup> party if they fail to do so pending the appropriate notices. Section 13  Give consent to 3 <sup>rd</sup> party works. Section 16
Shoreline change and planning	Compulsory (National Planning Policy Framework sections 55 94 99 100 106 107 108)	The Council is a Coastal Planning Authority	The Council is required to identify “coastal change management areas” in the Local Plan, and set out policies for development and coastal adaptation. Policies for the “undeveloped coast” are also required.
	Government guidance (Defra 2006 and Coastal Protection Act 1949)	The Council is a member of the South Devon and Dorset Coastal Authorities Group	The Council worked with other agencies and authorities to oversee the production of the Shoreline Management Plan (2011) and oversee a programme of coastal monitoring (on-going). The Council also has a duty to cooperate with other risk management authorities under section 13 of the Flood and Water Management Act 2010
	Discretionary	The Council is a lead member of the Slapton Line Partnership	The Council has worked with other agencies and interests to manage coastal adaptation at Slapton Line since the major storms of 2001.



<b>THEME</b>	<b>STATUS</b>	<b>COUNCIL ROLE</b>	<b>PRINCIPLE ACTIVITIES</b>
Asset management	Discretionary (But, obligatory as long as the Council is an asset 'occupier' – Occupiers' Liability Act 1957)	The Council owns and leases a number of coastal sites, structures and assets in its role as a local authority and harbour authority	As an occupier of land, the Council is required to maintain in a safe condition its coastal assets. Significant examples include: <ul style="list-style-type: none"> <li>• Harbour infrastructure (Salcombe Estuary)</li> <li>• Beaches (Slapton Sands, North Sands, South Sands)</li> <li>• Coastal carparks (Slapton, Bigbury-on-Sea, Salcombe)</li> <li>• Waterfronts, slipways and embankments (Dartmouth)</li> <li>• Coast defences (Beesands)</li> </ul>
Environmental management	Statutory (Countryside and Rights of Way Act 2000)	The Council is a public body with a duty of regard for the South Devon AONB – which is a national coastal protected landscape.	The Council is a lead partner in the South Devon AONB Partnership and publishes the AONB Management Plan jointly with other authorities.
Environmental management	Statutory (Wildlife and Countryside Act 1981; Habitat Regulations 2010.)	The Council is an occupier of land designated as coastal Sites of Special Scientific Interest at Slapton and Salcombe and has a duty to protect and maintain them.	The Council promotes good management of coastal protected sites through the AONB Estuary Partnership, estuary conservation forums and management plans, the Slapton Line Partnership and Slapton Nature Reserve Committee.
	Compulsory (National Planning Policy Framework section 114)	The Council is a Coastal Local Planning Authority.	The Council is required to maintain, protect and enhance the character of the undeveloped coast, particularly the Heritage Coast, and improve public access and enjoyment of the coast, in its Local Plan policies and planning decisions.
Public health and safety	Compulsory (Bathing Water Regulations)	The Council is a coastal Environmental Health Authority.	The Council is required to maintain signage and public health information and response for the District's 17 designated bathing waters.
	Discretionary	The Council provides public rescue equipment, safety buoys and lifeguards at estuaries, beaches and coastal sites.	The Council provides safety equipment and boat lane buoys and manages the RNLI lifeguard contract.

<b>THEME</b>	<b>STATUS</b>	<b>COUNCIL ROLE</b>	<b>PRINCIPLE ACTIVITIES</b>
	Statutory Civil Contingencies Act 2004	The Council is a Category 1 Responder	The Council is required to liaise and plan for emergency situations and to respond to emergencies in line with adopted plans
Dog controls	Discretionary (South Hams Dog Control Orders 2013)	The Council has recently made new Dog Control Orders	The Council's byelaws include seasonal prohibition of dogs from some beaches, and clean-up obligations on dog owners from all beaches all the time. This brings work to advertise the byelaws and enforce them.
Economic and community regeneration	Discretionary	The Council supports a range of economic and community development programmes affecting the coast.	The Council secured a £450,000 Government <i>Coastal Communities Fund</i> grant towards the development of the commercial shellfishery sector. The Council secured a £1.8m LEADER grant, through the South Devon Coastal Local Action Group, supporting 110 community and economic development projects worth £4.8m.

Appendix 2

RISK MANAGEMENT

	RISK	RISK SCORE			MITIGATION MEASURES
		IMPA CT	CHAN CE	RISK	
1	Deterioration in condition of Council assets	3	4	12	Complete survey and review of condition of Council coastal assets. Incorporation of works in planned capital programme
2	Significant storm damage or tidal flooding affecting coastal communities and Council assets.	4	4	16	The Council could identify the most serious risks and develop a policy response to address them in conjunction with landowners and other agencies
3	Need for co-ordination in response to long term coastal issues	2	4	8	The Council could develop a clear policy direction for managing coastal change, in conjunction with partners, through the Local Plan process

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# MINUTES OF THE COASTAL ISSUES TASK AND FINISH GROUP MEETING HELD ON THURSDAY 25<sup>TH</sup> SEPTEMBER

## 1. INTRODUCTION & APOLOGIES FOR ABSENCE

### Those present were:

Councillors; Cllr Tony Barber (observing), Cllr Paul Coulson, Cllr Richard Foss, Cllr Rosemary Rowe

Officers; Chris Brook, James Doxford, Sarah Robinson

### Apologies for absence were received from:

Cllr Basil Cane, Cllr Ben Cooper, Cllr Trevor Pennington, Ross Kennerley,

## 2. AMENDED AND NEW COASTAL POLICIES FOR INCLUSION IN OUR PLAN

### 2.1 Amended policy: Undeveloped Coast

#### 2.2 Boundary

The Group were reminded that at the last meeting it was agreed that the Heritage Coast boundary would be used to form the basis of the Undeveloped Coast policy but would be extended to incorporate the western part of the South Hams up to Plymouth. A map showing this was presented to the group.

#### 2.3 Policy wording

The Group were asked to give consideration to the following draft Undeveloped Coast policy:

*The character and natural beauty of the undeveloped coast will be maintained, protected and enhanced. Where appropriate, public access will be enhanced.*

*Development which would have a negative impact on the character of the undeveloped coast and estuaries will not be permitted.*

*The undeveloped coast is designated on the proposals map.*

#### 2.4 The Group noted that the policy forms another layer of protection for the coast and welcomed the revised boundary and policy wording.

### 2.5 New policy: Coastal Change Management Areas

#### 2.6 The Group were reminded that a new requirement in the National Planning Policy Framework (NPPF) states that local planning authorities should identify as Coastal Change Management Areas (CCMA) any areas likely to be affected by physical changes to the coast.

#### 2.8 Consideration was given to the following draft policy wording:

*Inappropriate development will not be permitted in the Coastal Change Management Area or add to the impacts of physical changes to the coast. Where development and infrastructure needs to be relocated away from the Coastal Change Management Areas it will be permitted subject to the following criteria:*

- *The new development is located in an area at less risk of coastal erosion;*

- *The replacement property is located close to the community from which it is displaced and has an acceptable relationship with it in terms of character, setting, or local amenity;*
- *The existing site is cleared and restored; and*
- *If it is a replacement proposal, the gross volume of the replacement dwelling is no larger than the one it is to replace.*

*The Coastal Change Management Area is designated on the proposals map.*

- 2.7 The Group used maps identifying South Hams sites vulnerable to coastal change, taken from the Shoreline Management Plan 2, along with historic planning applications to demonstrate how the policy would work in practice.
- 2.9 The following advice was given:
- The policy needs to make reference to sea defences and their wider impacts on the coast.
  - The life span of a building will play a role in determining the appropriateness of whether it should be permitted in a CCMA.
  - If SHDC took the decision to refuse all development in CCMA's there could be implications if the decision is appealed.
  - The policy needs to be supported by an example of how it will be applied along with guidance notes and supporting text which explains the phrase 'inappropriate development'.
  - The impact of development in a CCMA on other sustainability criteria needs to be considered.
  - The applicant should be responsible for providing a survey demonstrating that there wouldn't be a wider impact on the coast as a result of their proposal going ahead. If an applicant didn't have the supporting material required then SHDC wouldn't validate.
  - The policy needs to be re-worded to account for the nature and scale of different proposals.

### 3 COASTAL ASSETS

- 3.1 The Group were briefed on the work undertaken to assess the condition of SHDC coastal assets and the costs identified to maintain them. The Group noted the following estimated costs to SHDC over 5 year periods, up to and including 2034:

2015 -2019	2020 - 2024	2025 - 2029	2030 - 2034
£1.5m	£2.5m	£631,000.00	£941,000.00

- 3.2 The following principle points were made:
- The actual cost spent on assets over recent years has far exceeded the allocated budget.
  - Without planned maintenance the life of an asset can be reduced by half and cost more money in the long run.
  - Where appropriate there is a need to look for opportunities to transfer assets to other organisations or individuals to reduce SHDC's liability.
- 3.5 **ACTION** - The Chairman agreed to speak to the head of finance about obtaining historical expenditure on coastal assets to assist with progressing the matter.

### 3.6 FUTURE MEETINGS

The Group agreed they did not need to meet again and that officers would produce a coastal briefing report with recommendations to go to the October Executive meeting.

## **TASK AND FINISH GROUP UPDATES AND REPORTS – WASTE POLICY REVIEW**

The procurement for the sale of materials from kerbside recycling collections is now complete and a new contract has been in place since 1 October 2014.

The 3 year contract has been let to Printwaste of Cheltenham with a provision to extend for a further two, one year terms and achieves the savings identified from this part of the strategic waste review.

The contract includes a pricing mechanism which allows the paper and card price to track average national prices and this has helped to secure the high return.

The competitive pricing offered for the recycling sack materials can only be reached by good quality, uncontaminated materials being presented in the correct clear or blue sack by residents. With this in mind, publicity has been focussed around making the link between the quality of materials with the income received from those materials and how this keeps the cost of the waste service down in terms of council tax demands.

So far, the publicity campaign has included road-shows, a press release, posters distributed to community hubs such as doctors' surgeries and libraries, a Facebook campaign and updating of the website. Other media such as vehicle liveries and specific stickers for bin store areas are planned shortly.

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**MINUTES OF THE MEETING OF THE  
ECONOMY AND ENVIRONMENT SCRUTINY PANEL  
HELD AT FOLLATON HOUSE, TOTNES ON  
THURSDAY 13 NOVEMBER 2014**

<b>Panel Members in attendance</b>			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr A D Barber (Chairman)	*	Cllr J T Pennington
*	Cllr J I G Blackler	*	Cllr R Rowe
*	Cllr B F Cane	*	Cllr P C Smerdon (Vice Chairman)
∅	Cllr B S Cooper	*	Cllr M Stone
*	Cllr P Coulson	*	Cllr R J Vint
*	Cllr C M Pannell	*	Cllr K R H Wingate

<b>Non Panel Members also in attendance and participating</b>
Cllrs K J Baldry, H D Bastone, R D Gilbert, M J Hicks, P W Hitchins, T R Holway and J A Pearce
<b>Non Panel Members also in attendance and not participating</b>
Cllrs R J Tucker, L A H Ward and S A E Wright

Item No	Minute Ref No below refers	Officers in attendance and participating
All Items		Head of Environment Services and Member Services Manager
8	EE.26/14	Chief Accountant, Property Services Manager, Business Support Manager, Natural Environment and Recreation Manager
9	EE.27/14	Economic Development Officer
10	EE.28/14	Natural Environment and Recreation Manager
11	EE.29/14	Engineering Manager
12	EE.30/14	Engineering Manager and Natural Environment and Recreation Manager

**EE.21/14 MINUTES**

The minutes of the meeting of the Economy and Environment Scrutiny Panel held on 4 September 2014 were approved as a correct record and signed by the Chairman. A local Ward Member for Salcombe and Malborough updated the Panel on a response from South West Water (SWW) following issues reported to the Panel when SWW attended earlier in the year (Minute EE.39/13 refers). Other Members also raised issues relating to water and sewerage matters that had not yet been addressed and the Panel therefore requested that SWW be invited back to the next meeting of the Economy and Environment Scrutiny Panel to give an update.

**EE.22/14 URGENT BUSINESS**

The Chairman advised that he had agreed for one item of urgent business to be considered at this meeting, which was considered urgent in light of the date constraints associated with this matter. The Vice Chairman advised the Panel that he had been contacted by a company who was offering to undertake a feasibility study into solar PV panels on a car park within the South Hams. Other Members added that they had similarly been approached by different organisations. Following a brief discussion it was agreed to reconvene the 'Renewable Energy Solar PV on Assets' Task and Finish Group at the earliest opportunity to ascertain if this matter could be taken forward.

**EE.23/14 DECLARATIONS OF INTEREST**

Members and officers were invited to declare any interests in the items of business to be considered during the course of the meeting and the following was made:

Cllr Cane declared a potential Disclosable Pecuniary Interest in Item 8: 'Fees and Charges' (Minute EE.26/14 below refers) and specifically the proposed charges for Commercial Waste by virtue of being a customer of the service. He agreed he would leave the room if there was any debate on this matter. He subsequently abstained from the vote on this item.

**EE.24/14 PUBLIC FORUM**

No items were raised. However, the Chairman advised that both he and the Vice Chairman had recently attended an event where the issue of involving the public in Overview and Scrutiny meetings was raised. Ideas included using the media more to raise awareness of issues. The Chairman expected that this was an issue that would be picked up in the next Municipal Year.

**EE.25/14 EXECUTIVE FORWARD PLAN**

The Chairman asked for detail on a number of items on the Executive Forward Plan. Respectively, the Executive Portfolio Holder for Assets, Planning, Economy and Community and Environment Services all provided information on forthcoming items on the Forward Plan.

**EE.26/14 FEES AND CHARGES**

The Chairman introduced a report that set out the proposed fees and charges for all services for 2015/16. Service representatives then took Members through the key elements of their section of the report.

During discussion, the following points were raised:

- A Member asked how much time had been spent in putting together the report, which stated that the financial implications were an increase of £1,000. The Chief Accountant responded that there was a requirement for the Council to review its fees and charges every year as part of the budget process;
- In relation to the Dartmouth Lower Ferry, Members felt the Council should proceed with caution going forward as more data was needed before firm decisions could be made;
- The Head of Environment Services confirmed that a report would be presented at a later date in respect of commercial waste charges, once the costs from the disposal authority were known;
- The Executive Portfolio Holder for Environment Services took the opportunity to remind Members of the importance of preventing contamination in the recyclable material and it was agreed that an article would be placed in the Members Bulletin but also that Members should alert their parish councils to what could and could not be placed in the recycling sacks;
- One Member queried the level of charge for bowls and was advised that the Council no longer ran its own bowls areas as they had been taken over by clubs, on the understanding that the general public would be able to attend and play. The Member noted that this charge appeared to be low and could perhaps be reviewed;
- A number of Members agreed that the cost of play area inspections should not be increased. The Natural Environment and Recreation Manager confirmed that the charge did not cover costs but the overall cost to the council was decreasing as the frequency of inspections had decreased;
- One Member **PROPOSED** that the Executive be recommended to write a letter of support to Westminster Council in respect of their legal appeal relating to charging for licensing enforcement activities. This was **SECONDED** and on being put to the vote declared **CARRIED**. The Business Support Manager advised that he had previously written in support to Westminster Council, which included detailed enforcement costs, but the Proposer of the motion wished it to stand and that another letter be sent;
- In response to a query, the Business Support Manager advised that the new charge for mobile home sites would provide some protection for mobile home owners. He also confirmed that the new charge was on a cost recovery basis;
- One Member queried whether the charge for a Temporary Event Notice covered our costs. In response, the Business Support Manager confirmed that costs were not covered, but this was a

statutory charge and as such could not be increased. Applicants were encouraged to apply electronically and this helped to keep costs down.

It was then:

### **RESOLVED**

That the Executive **RECOMMEND** to Council that:

1. the introduction of a charge of £75 from 18 December 2014 for the site owners of mobile homes for the depositing, variation and deletion of site rules be approved, with an annual review thereafter;
2. the proposed fees and charges set out in the presented report be approved as part of the budget setting process for 2015/16; and
3. a letter be sent on behalf of the Council to Westminster Council in support of their legal appeal relating to charging for licensing enforcement activities.

EE.27/14

### **RURAL DEVELOPMENT PROGRAMME FOR ENGLAND (RDPE) 2007-2013 PROGRAMME SUMMARY AND RDPE 2015 – 2020 UPDATE**

The Executive Portfolio Holder for Planning, Economy and Community introduced the report and reminded the Panel that the council acted as the accountable body whilst Defra was the lead organisation for the Rural Development Programme. He also explained the role that he undertook for the South Devon Coastal LAG and the similar role that Cllr Hitchins undertook for the Greater Dartmoor LEAF, and each Councillor set out the geographical boundaries for each organisation.

In response to comments, the Economic Development Officer explained to the Panel that the new programme, which was due to start in 2015, was focused on the economy and in particular job creation and business growth and productivity.

The Economic Development Officer also confirmed that a launch would be held for the new programme, and information would be produced which would include how to apply for funding and who to apply to.

One Member was pleased that the new programme would have an emphasis on business but was disappointed that projects that could have applied before would no longer be eligible. In response, the Economic Development Officer advised that the new Programme would require applicants to think innovatively.

Another Member asked whether the Council went back to projects after, say, two years to assess their success. The Economic Development Officer advised that there was not the resource to undertake this, however, at the end of every project an evaluation and monitoring

assessment was undertaken. A number of Members agreed that an analysis some time after the projects had completed would be useful and the Executive Portfolio Holder for Planning, Economy and Community agreed to feed this comment back to the Board.

To conclude this item, the Chairman requested an update for when the new programme launched and advised the Panel that annual update reports would now be received on the progress of the programme.

It was then:

### **RESOLVED**

That the presented report be noted with particular regard being made to the outputs and outcomes achieved for the RDPE Local Action Programme 2007 – 2013 and the update on the development of the RDPE Local Action Programme 2015-2020.

## **EE.28/14 TREES AND HEDGES UPDATE**

The Chairman advised the Panel that he had requested this report to provide an update for Members on the current operation of the service in respect of matters related to trees and hedges following adoption of a new policy in November 2013.

The Natural Environment and Recreation Manager took Members through the key parts of the report and explained that there were two distinct pieces of work, the first being trees on Council owned land and the second being the protection of trees through the planning system.

During discussion, it was confirmed that Devon County Council had responsibility for hedges adjacent to the highway. The district council involvement in hedges was only a mediation role in high hedge disputes.

One Member raised concerns over the issue of works to trees on development sites without consultation with the local Ward Member. Other Members agreed that this was an issue and should be brought to the attention of the appropriate Portfolio Holder.

Another Member noted a comment in the presented report whereby a lack of software and hardware was a constraint on efficient working and record keeping. The importance of tree inspections was known and the Panel asked that the appropriate Portfolio Holder be made aware of the need for new IT systems under the Transformation Programme T18 to be able to undertake this work.

In addition, the Natural Environment and Recreation Manager agreed to provide figures in respect of time taken to issue decisions in respect of tree protection matters.

Finally and in response to requests for a named contact on tree matters,

the Natural Environment and Recreation Manager advised that with the new ways of working under T18, the responsibility for tree matters would fall to a business support unit, with more complex issues being referred up for specialist advice. He also confirmed that more detailed information would be available on the Council website to help Members and the public.

It was then:

### **RESOLVED**

That current delivery of the service had been reviewed and that the action points outlined in the presented agenda report be noted.

#### **EE.29/14 WORK PROGRAMME 2014/15**

The Chairman advised that items to add to the Work Programme were to invite South West Water to attend the next Panel meeting, to request a report on Green Infrastructure Plan within Our Plan at the next Panel meeting, and to reconvene the Renewable Energy (to include solar panels on council assets) Task and Finish Group.

#### **EE.30/14 TASK AND FINISH GROUP UPDATES AND REPORTS – MANAGING COASTAL ASSETS**

The Chairman introduced the report and thanked the Finance team for providing additional information relating to spend on coastal assets for the previous five years. The report included predictive figures on spend for the next five years.

One Member was concerned that the figures may be inadequate, particularly when considering recent issues at Kingsbridge with the collapse of part of the quay wall. The Engineering Manager advised that, with planned maintenance in place, it should not be necessary to consider reactive spend.

The Chairman asked if advice should be given to the public, particularly in respect of planning applications in areas that could be impacted by climate change in the future. The Engineering Manager confirmed that there was guidance within the NPPF and a policy was in place but further detail was required and was being worked on.

Members also felt it would be helpful to give advice to the public on areas of responsibility in terms of coastal matters as there was a public perception that the district council was responsible for all issues. The definitive document was the Shoreline Management Plan and it was agreed that a link would be placed on the SHDC website to this

document along with a brief statement to aid clarity.

The Chairman concluded this item by confirming that the Task and Finish Group would meet again in the Spring and recommending that the three departments involved, Forward Planning, Natural Environment and Recreation and Engineers, continue to work together on this important subject.

EE.31/14 **TASK AND FINISH GROUP UPDATES AND REPORTS – WASTE POLICY REVIEW**

The Executive Portfolio Holder for Environment Services introduced the update that was part of the presented agenda. He again reminded Members of the issue of contamination.

The Head of Environment Services advised that the Task and Finish Group was due to meet again within the next couple of weeks to look at the vehicle maintenance contract and the remainder of waste review matters. A full report would be presented to the next meeting of the Panel.

In response to a query the Head of Environment Services confirmed that under the new contract that commenced on 1 October 2014, plastic bottles and their tops could be included in the recycling sacks. She also confirmed that a new guide had been produced and could be circulated to Members.

(Meeting started at 10.00 am and concluded at 12.20 pm)

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Chairman

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