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28 March 2018

OVERVIEW & SCRUTINY COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Monday, 9th April, 2018** in the Council Chamber - Forde House at **10.00 am**

Yours sincerely

NEIL AGGETT
Democratic Services Manager

Distribution:

The Members of the Overview & Scrutiny Committee as named below:

Councillors Haines (Chairman), Ford (Vice-Chairman), Clarence, Colclough, Connett, Cox, Dennis, Dewhirst, Eden, Evans, Golder, Gribble, Hayes, Hocking, G Hook, J Hook (was Brodie), Jeffery, Kerswell, Matthews, Mayne, Morgan, Nutley, Orme, Peart, Prowse, Smith, Thorne, Winsor and Wrigley

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- (1) All other Members of the Council
- (2) Representatives of the Press
- (3) Requesting Town and Parish Councils

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AGENDA

PART I

(Open to the Public)

Note:

Executive Members may observe proceedings

Executive Members may be invited to speak by the Chairman of the Committee

1. Apologies for absence
2. Public Questions (if any)
3. Member Questions (if any)
4. Minutes (Pages 1 - 4)
To approve and sign the minutes of the meeting held on 5 March 2018, previously circulated.
5. Agreement of the agenda between Parts I and II
6. Declarations of interest
7. Matters of urgency or report especially brought forward with the permission of the Chairman
8. Call-in - to consider any call-ins

Scrutiny

9. National Planning Policy Framework (Pages 5 - 26)
10. Local Plan Review (Pages 27 - 30)
11. Teignbridge Economic Development Plan (Pages 31 - 54)

12. Car Parking Plan (Pages 55 - 60)

Future Programming

13. Executive Forward Plan (Pages 61 - 64)

14. Work Programme (Pages 65 - 68)

To identify any areas of work for future meetings of the Committee.

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OVERVIEW & SCRUTINY COMMITTEE

MONDAY, 5 MARCH 2018

Present:

Councillor Haines (Chairman)

Councillor Ford (Vice-Chairman)

Councillors Clarence, Colclough, Connett, Cox, Dennis, Dewhurst, Eden, Evans, Golder, Gribble, Hayes, Hocking, Jeffery, Kerswell, Mayne, Morgan, Nutley, Peart, Prowse, Smith, Thorne and Winsor

Other Members in Attendance:

Councillors Bullivant, Christophers, Clemens and Goodey.

Apologies:

Councillors G Hook, J Hook (was Brodie), Matthews, Orme and Parker

355. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 5 February 2018 were approved and signed by the Chairman.

356. MATTERS OF URGENCY OR REPORT ESPECIALLY BROUGHT FORWARD WITH THE PERMISSION OF THE CHAIRMAN

The Chairman acknowledged Cllr Prowse's comment on the work of the media team following the recent disruption to services caused by the snow, that the information shared via social media and other methods had been very informative.

357. ENERGY SERVICES

A presentation to Members from Tony Norton, Head of the Centre for Energy & the Environment within the University of Exeter was well received, during the presentation, he made reference to:

- the diverse energy supply, via national grid, abroad, heat pumps;
- the UK energy market using more heat than electricity;
- the Royal Devon & Exeter onsite electricity and heat generation;
- examples of investment in electricity generation, including photovoltaic on public buildings, Bristol City investing in wind turbines;
- heat networks;
- energy business features being investment businesses, key risks included capital cost and energy price;
- retail businesses for energy supply, key risk: energy volume;
- Heat Networks – key risks: capital cost, energy price and energy volume.

- Local authority energy business examples included, Robin Hood Energy; Bristol Energy; Angelic Energy, Liverpool Energy Community Company;
- Local authority heat networks examples: Pimlico DHU, Thamesway, Bunhill Heat and Power, Gateshead Energy.

Members were recommended to review local authority and community energy companies.

During discussion, particular reference was made to:

- (a) National grid being at capacity, perhaps with the Council focussing on heat for energy. In response, it was confirmed as a blow that National Grid was at capacity in the South West and no significant additional renewable energy could be accepted until after Hinckley Point C came on board.
- (b) Whether enough renewable energy was being built within new housing estates, disappointment was voiced that heat from the energy to waste plant was not being used to supply homes in the area.

The Chairman and Members thanked Mr Norton for his presentation.

358. ENERGY COMPANY

The Council's Senior Planning Officer, provided an update on the progress with Energy Services Company (Dextco) and linked Exeter Energy Network Project.

It was noted that procurement of a private sector partner would take place from July 2018, followed by a need for a commitment in principle, from Teignbridge and the other shareholders, to invest up to £177,000 into the joint venture company.

During discussion, particular reference was made to:

- (a) South West Exeter. Technical work had been undertaken, the issue related to the viability of the whole project; currently there was a funding shortfall; officers were looking at grant aid, to date they had not been successful in their applications.
- (b) a Member questioned why a greenfield site was not viable, but retrofitting to the RD&E and other public buildings was viable. In response, the Committee noted that viability was not just about the district heating element, it would be a combination of all factors for new sites. Sites could be connected if developers paid a connection fee for each home, whereas the city centre network was essentially one main pipe supplying large users, rather than individual homes.

- (c) The Portfolio Holder for Housing advised that if the choice of viability was between affordable homes or district heating, he supported affordable homes.

Resolved

To note the actions being taken as set out in the agenda report.

359. T10 - CLEAN SCENE, ZERO HEROES

Members were provided with an overview of two of the Teignbridge Ten super projects: Clean Scene and Zero Heroes.

The Waste & Cleansing Manager advised that the waste performance figure of 55.7% (an increase of 1% on the previous year) placed Teignbridge top in Devon, further that it had resulted in the district moving up the national tables by four places. The performance had also been achieved at £1.96p per household under budget (budget per household per year £42.51).

An analysis of household waste had been undertaken, disappointingly residual bins on average contained 21.5% of food waste. Officers would continue with compliance work and a food waste campaign was being rolled out to encourage greater compliance.

The Environmental Protection Manager updated Members on actions to meet the objective to reduce waste and carbon emissions, making particular mention of:

- dog questionnaire results informing the public space protection order, it was noted a report would be taken to the Executive in due course;
- monitoring energy consumption in Council buildings. Projects included server room electricity consumption work; global desktop resulting in reduced electricity consumption; new printers being energy efficient.
- audit of council buildings to improve recycling and improving recycling facilities at leisure centres;
- using technology to reduce the miles travelled by the workforce: encouraging video conferencing, mobile working and GPS tracking;
- examining the potential for electric vehicles and car parking charging points;
- promoting work on reducing the Council's environmental impact and encouraging others to do the same.

During discussion, particular reference was made to:

- (a) the Lido swimming pool, Teignmouth. It was agreed that officers would investigate the viability of a cover for the pool;

- (b) public liability insurance for litter pickers. In noting the valuable work of these, it was suggested that Members could approach the local parish or town council as they were likely to already have public liability in place;
- (c) the outturn figures for Clean Scene being below target. In response to a question Members were advised that the figure was expected to be on target by the end of the financial year.

360. COUNCIL STRATEGY PERFORMANCE REPORTS - QUARTER 3

Consideration was given to a report which provided performance data for Quarter 3 (1 October to 31 December 2017) on the Teignbridge Ten (T10) programmes. The report provided detail on actions being taken to rectify performance issues detailed within the agenda report, during discussion, particular reference was made to:-

- (a) CSHAH 5.8 – working days lost due to sickness absence – average per employee. It was noted that a meeting of the review group was being held on Wednesday, 14 March an update would be provided within the next performance monitoring report.
- (b) CSIIP 1.3 – planning appeals allowed. It was agreed that detail on the number of appeals against officer decision and those taken by the Planning Committee would be provided via the Members' Newsletter.
- (c) CSWE 3.2 - % of telephone enquiries dealt with at first point of contact. Noting this 'concern' indicator, Members were advised that only Revenue & Benefits calls were recorded as a first point of contact. It was expected by the end of the year that most calls could be measured, the current figure provided a baseline measurement.

Resolved

To note the actions being taken to rectify performance.

361. EXECUTIVE FORWARD PLAN

The Committee noted the Executive Forward Plan.

362. WORK PROGRAMME

The Chairman advised he would liaise with officers to ensure there were items for future meetings, the work programme for the remainder of the year was noted.

MIKE HAINES
Chairman

TEIGNBRIDGE DISTRICT COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

CHAIRMAN: Cllr Mike Haines

DATE: 9 April 2018
REPORT OF: Business Manager Strategic Place
SUBJECT: Revised Draft National Planning Policy Framework

PART I

RECOMMENDATION

Note the Government consultation on a revised draft National Planning Policy Framework and provide input into the Council's emerging response, which will be considered by Executive on 1 May 2018.

1. PURPOSE

- 1.1 To consider the Government's proposed changes to the National Planning Policy Framework (NPPF) and inform the Council's emerging response.
- 1.2 The draft revised Framework was published on 5 March. There has only been limited time to consider its implications to date. The Council's final response may be subject to significant change but the purpose of this report is to advise Members of officers' initial thoughts and gathering Members' comments and input in order to inform our final response.

2. BACKGROUND

- 2.1 Government introduced the current NPPF in 2012 as part of a bid to reform the planning system. The Framework provides succinct guidance on how Local Plans should be prepared and the issues they should address. It also describes how planning application decisions should be made and what matters should be taken into account.
- 2.2 One of the most significant features of the 2012 NPPF was the presumption in favour of sustainable development. This 'tilted' the balance of planning decisions towards NPPF guidance when Local Plans were either out of date or silent; or when there was no demonstrable 5 year housing land supply. Where the presumption was 'engaged' it could mean granting consent for unplanned development on unallocated sites.

TEIGNBRIDGE DISTRICT COUNCIL

- 2.3 In February 2017 a [housing white paper called Fixing out Broken Housing Market](#) was published. In September that was followed with a consultation entitled [Planning for the Right Homes in the Right Places](#), which indicated that a draft NPPF would be published in Spring 2018.
- 2.4 The revised draft Framework was published on 5 March alongside further consultation documents that include:
- Housing delivery test methodology
 - Draft changes to associated planning practice guidance, including new guidance on development viability
 - Consultation on changes to the developer contribution system, including changes to the Community Infrastructure Levy (CIL)
 - Research into the national use of Section 106 planning obligations and CIL
- 2.5 All documents are available at:
<https://www.gov.uk/government/collections/national-planning-policy-framework-and-developer-contribution-consultations#supporting-housing-delivery-through-developer-contributions:-consultation>

3. MAIN IMPLICATIONS

- 3.1 A draft response to the revised draft NPPF consultation is available at Appendix A. This has been completed on the Government's consultation form, which covers all aspects of the draft document. With a focus on boosting housing supply, it's to be expected that the main implications of proposed NPPF changes concern the delivery of new homes.
- 3.2 A summary of key points is provided below. It should be noted that these key points and the draft response at Appendix A have only been assembled over a couple of weeks. By the time Executive considers a final response to the Government's consultation on 1 May 2018 changes or additions may have been identified.

Calculation of housing need

- 3.3 The draft NPPF confirms that Local Plan housing targets should ordinarily be informed by Local Housing Need (LHN) figures that will be published for each district every couple of years. There will need to be compelling reasons to identify housing need by a different method and it seems likely that this will be very unusual.
- 3.4 The consultation document also expects Local Plans to address the development needs of different segments of society, including older people and families; potentially by requiring different types and sizes of housing as part of wider development allocations.

TEIGNBRIDGE DISTRICT COUNCIL

Housing Delivery Test

- 3.5 A new test of whether housing completions are coming forward sufficient to meet identified housing needs is introduced. Through the delivery test, average delivery rates over three years will be set against housing need. In this instance, 'housing need' broadly means either
- a) the annual housing target of an up to date Local Plan that was adopted less than 5 years before; or
 - b) the centrally published Local Housing Need figure where the Plan is out of date.
- 3.6 Average delivery rates will need to meet a percentage threshold. If they don't, a slightly updated version of the presumption in favour of sustainable development that's described at paragraph 2.2 will apply. From November 2018, the threshold will be 25 per cent. Then 45 per cent in 2019 and 75 per cent from 2020.
- 3.7 On the basis current forecasts, it seems unlikely that the housing delivery test will hold significant implications for Teignbridge in the short term. Longer term it will introduce further incentives to accelerate the pace of development.

Five year housing land supply

- 3.8 Local authorities are required to demonstrate a 5 year supply of developable housing sites. Where they cannot, the presumption in favour of sustainable development applies. If there has been persistent under delivery relative to housing target's the current 5 year supply test increases by a 20 per cent 'buffer', effectively requiring sufficient supply over the next five years to meet six times the annual housing target. In Teignbridge there hasn't been persistent under delivery so a 5 per cent buffer applies.
- 3.9 Proposed changes though the revised NPPF clarify a definition of under delivery and set out that, with immediate effect from the point of the final revised document's introduction, a housing delivery test percentage of less than 85 per cent would engage the 20 percent five year supply buffer.
- 3.10 The revised draft also proposes to amend the definition of 'deliverable' in a manner that would mean that outline planning permissions could not ordinarily be taken into account unless there was clear and rigorously assembled evidence that they would be implemented. This could have significant implications for housing supply positions across the country and the attached draft response raises concerns that the position:
- (i) contradicts the NPPF's 'use it or lose it' principle; and
 - (ii) would result in considerable and unnecessary resource implications.

Explicit support for joint strategic Plans

TEIGNBRIDGE DISTRICT COUNCIL

- 3.11 The role of cross-boundary plans as an effective means of responding to strategic development needs is strongly endorsed through the draft. It is left up to authority partnerships to decide whether they wish to undertake a single 5 year housing land supply calculation and housing delivery test assessment or continue to address these matter at a district level.

Introduction of more detailed viability guidance

- 3.12 New guidance on assessing the financial viability of Local Plan policies overall is proposed, as well as guidance on the viability of individual development proposals. It indicates a more rigorous assessment process at the plan making stage that may require more work looking at the peculiarities of proposed site allocations and the financial costs/contributions associated with developing them.
- 3.13 At the planning application stage, the guidance is clearer that land prices should respond to Local Plan requirements. This ought to overcome arguments that land purchase prices achieved on nearby sites are relevant even when associated development did not meet planning policy requirements. The draft also expects developers' viability appraisals to be published by planning authorities unless there are exceptional reasons not to.

Development allocations of varying sizes and custom build implications

- 3.14 The draft NPPF provides clear support for large development sites. It also requires that 20 per cent of allocated housing sites should be half a hectare or less. This is good news for small or medium sized builders and diversifying the house building market, albeit the effects may not be instant because of the time it may take for new builders to establish and grow.
- 3.15 However, the Framework doesn't provide sufficient support for policies like the Teignbridge Rule, which requires 5 per cent of plots on large development sites to be set aside for custom build development. It merely expects Local Plans to 'encourage' site sub-division, which could be bad news for a future repeat of the policy. Appendix 1 includes a draft objection to this point.

Redefining affordable housing

- 3.16 The draft expects 10 per cent of homes on development sites of 10 dwellings or more to comprise low cost homes to buy. If Teignbridge can continue to provide 25-30 per cent affordable housing this may be acceptable in the context of overall affordable housing needs.
- 3.17 Starter Homes are identified as Affordable Housing but there are not further provisions relating to them and they still do not have a complete statutory definition. Instead, 'entry level exception site' developments outside of development allocations and settlement limits are proposed where first time

TEIGNBRIDGE DISTRICT COUNCIL

buyer/renters' needs are not being met. Understanding what 'being met' will be key here.

Providing High quality broadband

- 3.18 There is clear support for the preparation of Local Plan policies that require fibre optic broadband connections into new developments. This is an about-turn relative to recent appeal decisions that had cast broadband requirements outside of the planning system's remit. The change of position is welcome but a final version of the NPPF should make certain that it means fibre into buildings and not just to the boundary of a development site.

4. OTHER CONSULTATIONS

- 4.1 This report has focussed on the revised draft NPPF. Other consultation documents have been published as described at paragraph 2.4. The report to Executive on 1 May will consider these in more detail but comments on them from Overview and Scrutiny would be welcome at this point.

5. GROUPS TO BE CONSULTED

None.

6. WITNESSES TO BE CALLED

None.

7. TIMESCALE

- 7.1 A further report will be presented to Executive on 1 May, setting out an updated and revised draft response to the revised draft NPPF and the other consultation documents. The consultation period closes on 10 May 2018.

Simon Thornley
Business Manager Strategic Place

Wards affected	<i>All</i>
Contact for any more information	<i>Fergus Pate</i>
Background Papers (For Part I reports only)	<i>National Planning Policy Framework</i>
Key Decision	<i>No</i>
In Forward Plan	<i>No</i>
In O & S Work Programme	<i>Yes</i>

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Consultation response form

This is the response form for the consultation on the draft revised National Planning Policy Framework. If you are responding by email or in writing, please reply using this questionnaire pro-forma, which should be read alongside the consultation document. The comment boxes will expand as you type. Required fields are indicated with an asterisk (*)

Your details

First name*	Fergus
Family name (surname)*	Pate
Title	Mr
Address	Teignbridge Council, Forde House, Brunel Road
City/Town*	Newton Abbot
Postal code*	TQ12 4XX
Telephone Number	01626 215466
Email Address*	fergus.pate@teignbridge.gov.uk

Are the views expressed on this consultation your own personal views or an official response from an organisation you represent?*

Organisational response

If you are responding on behalf of an organisation, please select the option which best describes your organisation. *

Local authority (including National Parks, Broads Authority, the Greater London Authority and London Boroughs)

If you selected other, please state the type of organisation

Click here to enter text.

Please provide the name of the organisation (if applicable)

Teignbridge District Council

Chapter 1: Introduction

Question 1

Do you have any comments on the text of Chapter 1?

No

Chapter 2: Achieving sustainable development

Question 2

Do you agree with the changes to the sustainable development objectives and the presumption in favour of sustainable development?

Not sure

Please enter your comments here

The overall presumption in favour of sustainable development is supported. We support the draft Framework's overall support for joint plan making and strategic policies. However, there should be no doubt that joint plans can distribute overall development needs in a manner that doesn't necessarily coincide with each individual authority's individual objectively assessed need (OAN). Chapter 3, and paragraph 11's reference to it, doesn't necessarily do this.

Question 3

Do you agree that the core principles section should be deleted, given its content has been retained and moved to other appropriate parts of the Framework?

Yes

Please enter your comments here

[Click here to enter text.](#)

Question 4

Do you have any other comments on the text of Chapter 2, including the approach to providing additional certainty for neighbourhood plans in some circumstances?

[Click here to enter text.](#)

Chapter 3: Plan-making

Question 5

Do you agree with the further changes proposed to the tests of soundness, and to the other changes of policy in this chapter that have not already been consulted on?

No

Please enter your comments here

[Click here to enter text.](#)

Question 6

Do you have any other comments on the text of chapter 3?

We welcome general clear and explicit support for joint plan making. Paragraph 20, where it refers to 'the area of each local planning authority' is possibly in conflict with this approach and should make it clearer that individual authority development needs can be addressed across joint planning boundaries as part of positive plan making and not just as a response to absolute development constraints.

It should also be confirmed that not all of the elements of paragraph 20 need to be contained in a joint strategic plan where a separate district level plan containing some strategic policies will also be produced.

Paragraph 23, as drafted, could imply that a 1% increase in OAN will require early plan review. Relatively small margins for error should be incorporated into need calculations rather than necessitating plan review.

The paragraph 34 principle of identifying necessary contributions at the plan making stage is supported but there needs to be recognition that concluding absolute costs will involve significant resource and cost implications for authorities and/or site promoters at a time when it remains uncertain whether an allocation will be approved. This may dissuade landowners from putting sites forward and authorities from bringing forward more ambitious development proposals. It is more reasonable and proportionate to identify key infrastructure requirements and an estimate of costs involved, recognising that land deals are ordinarily structured in a manner that accounts for an element of uncertainty with respect to necessary contributions.

Particularly in respect of 'types of development', draft paragraph 34 may introduce a new lowest denominator approach to plan viability. 2012 NPPF paragraph 174 confirmed that policies and standards should not put plan implementation at serious risk. By contrast, the updated text could mean that any demonstration that one site amongst a wider development type would be made unviable should mean that standards and contributions sought from all developments amongst that typology should be diluted. The implications of this for meeting overall needs and addressing infrastructure requirements could be substantial.

Chapter 4: Decision-making

Question 7

The revised draft Framework expects all viability assessments to be made publicly available. Are there any circumstances where this would be problematic?

No

Please enter your comments here

This approach is fully supported. Further scrutiny and scope for comparison between different development appraisals will help to ensure that large site development efficiencies are directed towards addressing needs, enhancing design quality and delivering essential infrastructure.

Question 8

Would it be helpful for national planning guidance to go further and set out the circumstances in which viability assessment to accompany planning applications would be acceptable?

Yes

Please enter your comments here:

Yes. The guidance should be clear about what matters should not ordinarily constitute 'abnormal' costs. It is our experience that abnormal costs are posited as a reason for compromising plan delivery. In many cases, clearer guidance would help to confirm that site conditions should have been taken into account at the outset of site acquisition and promotion.

With reference to draft paragraph 34, guidance should recognise that viability appraisals may be needed in the case of more variable development typologies like urban infill. The costs of building on a former car park, for example, will often be less significant than those associated with clearing and decontaminating a petrol filling station. Policies should maximise the benefits of development overall rather than being driven by the outlier constraints of a small number of windfall site scenarios.

Question 9

What would be the benefits of going further and mandating the use of review mechanisms to capture increases in the value of a large or multi-phased development?

Please enter your comments below

Large sites will often be constructed over a significant portion of an economic cycle. It is right that review mechanisms are in place to ensure that development

continues even when net values diminish. Similarly, when they rise, planning outcomes including those associated with meeting affordable housing needs should be maximised. Viability review mechanisms can help with this and need not be complex. It can be sufficient to base them on a small number of cost and value indices.

However, review mechanisms alone cannot capture the significant efficiencies that can be achieved on large sites and which need to be addressed more clearly through national guidance.

Build costs are a key example of this and defaulting to BCIS All-in TPI data is not representative of actual contractor prices. We understand that the database's coverage is only partial and does not usually encompass large housebuilder's schemes. Our officers are aware of schemes where volume builder base build costs are more than 20% lower 'industry standard' data would suggest and that this is not unusual. If this were the case for only half of Greater Exeter's development over the next 20 years, the difference could be worth £250 million. To be much more effective and justify continued references in national guidance and regulations, BCIS should be mandatory, even if non-attributable.

Question 10

Do you have any comments on the text of Chapter 4?

We support paragraph 58, which indicates that a viability assessment shouldn't be required where relevant policies are met. However this position isn't new. It is not viability assessments on policy compliant development schemes that hold up the grant of planning permission.

Rather, there is industry wide recognition that policies can be derogated through viability negotiation. There are understandable commercial incentives to delay development in favour of negotiation and the existing system supports this.

We support the rhetoric surrounding launch of the revised dNPPF that appeared to indicate that planning application viability appraisals would be allowed in truly exceptional circumstances. Paragraph 58 should confirm this position and guidance should identify unexceptional circumstances. The draft viability guidance on landowner returns has already taken a bold approach like this when identifying that comparable transactions should be policy compliant and we endorse the clarity this will create.

Chapter 5: Delivering a wide choice of high quality homes

Question 11

What are your views on the most appropriate combination of policy requirements to ensure that a suitable proportion of land for homes comes forward as small or medium sized sites?

Please enter your comments here

We would encourage stronger wording than set out in draft paragraph 69(d). 'Encouraging' sub-division of large sites may have little impact. Indeed it could undermine established policy approaches like the 'Teignbridge Rule' which requires major developers to set aside 5% of plots for custom build development. Since 2014, this has helped to secure permission for more than 130 custom build plots, equivalent to more than half of our demand register. We would recommend that 69(d) is redrafted to support approaches like the Teignbridge Rule and strengthened to enable Local Plan requirements to subdivide large sites where there is evidence of pent-up small and medium developer capacity and/or that subdivision would noticeably enhance the pace of delivery.

Question 12

Do you agree with the application of the presumption in favour of sustainable development where delivery is below 75% of the housing required from 2020?

Yes

Please enter your comments here

We would endorse this as a more efficient, representative, factual, and transparent measure than that of the 5 year housing land supply. The housing delivery test is fact based and much less susceptible to conjecture and opinion. We say this as an authority with more than an 8 year land supply and in full cognisance of our glossary comments at the end of this questionnaire.

Question 13

Do you agree with the new policy on exception sites for entry-level homes?

Not sure

Please enter your comments here

We would favour an extension of the approach taken through draft paragraph 62, which would involve planning for first time buyers and renters as part of mixed communities. If paragraph 72 is taken forward it should confirm that meeting the need for such homes includes having an up to date plan for their delivery. It should also clarify that a perpetuity discount should apply to entry-level homes in the interests of future entry-level occupants.

Question 14

Do you have any other comments on the text of Chapter 5?

Paragraph 64 should make it clear that any minimum affordable housing threshold will not apply where a site has been artificially sub-divided or forms part of a larger allocation. We recognise the principles behind this policy but think safeguards against gaming should be put in place.

The effect of paragraph 65's requirement for 10% affordable home ownership will depend on overall affordable housing levels. In Teignbridge, where 30% affordable housing is secured this may not be a problem; whereas sites that only deliver 10% affordable housing will make little impact on the district's most acute rented affordable housing needs. We would suggest that a proportion of site affordable housing levels should be identified, rather than a proportion of all housing on a site.

We suggest that an upper size limit is identified for rural exception development and consider 100m² (GPDO 'smaller dwellinghouse') to be appropriate unless there are clearly demonstrable exceptional circumstances. This will help to ensure that genuinely affordable housing is delivered.

We endorse the sentiment of draft paragraph 73, which promotes planning and delivery through large-scale development. However, we had anticipated more recognition of tools like direct delivery and new town corporations. The NPPF needs to provide more positive support for Local Plans and authorities that are committed to driving forward development. It should confirm that ambitious strategic plans for public sector led growth will be examined with a presumption in favour of approval unless there are compelling reasons to the contrary.

For the shorter implementation timescales of draft paragraph 78 to be effective they should be accompanied by a more significant definition of 'commencement'.

Paragraph 81(d) should confirm whether allowing subdivision of an existing rural property just means buildings or curtilage as well. We would support the former insofar as it would facilitate continued viable use of large rural dwellings (albeit recent annexes should be excluded from the provisions; but would not support the latter because it would encourage new unsustainable development in the countryside.

Chapter 6: Building a strong, competitive economy

Question 15

Do you agree with the policy changes on supporting business growth and productivity, including the approach to accommodating local business and community needs in rural areas?

Yes

Please enter your comments here

[Click here to enter text.](#)

Question 16

Do you have any other comments on the text of chapter 6?

Paragraph 82 appears to provide support for the breadth of uses that make up a diverse and vibrant economy, which is welcome. However it is notable that the term 'employment land' is missing from the draft, except at paragraph 122 where redevelopment is anticipated. Paragraph 83 should more explicitly recognise the important role that industrial, storage and distribution employment uses can play in a local economy; even where they do not always directly relate to knowledge driven, creative or high technology industries. In Teignbridge there is strong demand for traditional employment space, which provides for more than a fifth of local employment. Workplace trends may be changing but change is not instant and the NPPF should not underestimate the crucial economic role that local industrial estates continue to play.

Chapter 7: Ensuring the vitality of town centres

Question 17

Do you agree with the policy changes on planning for identified retail needs and considering planning applications for town centre uses?

Yes

Please enter your comments here

We support changes through draft paragraph 87, which confirm that sequentially preferable town centre sites should be available within a 'reasonable-period' rather than immediately. Guidance should confirm that where a Local Plan identifies timescales for allocated town centre re/development, these should be used to help confirm how long this should be.

We also welcome additions through draft paragraph 88 that emphasise proper exploration of whether sequentially preferable sites can accommodate development proposals. It should be made clear that the word 'sites' also means available premises.

Question 18

Do you have any other comments on the text of Chapter 7?

[Click here to enter text.](#)

Chapter 8: Promoting healthy and safe communities

Question 19

Do you have any comments on the new policies in Chapter 8 that have not already been consulted on?

Paragraph 92(b) should envelop 'high quality communal space' as well as pedestrian routes and public space. The quality of communal parking areas, for example, can have a huge impact on the way a wider place feels and functions as residents retreat from using them if they feel unsafe or unattractive.

There is a potential tension at draft paragraph 95 between providing 'sufficient choice of school places' and 'meeting the needs'. We recognise that LPAs should support development proposals that would create choice of school places but this paragraph could be misconstrued as meaning that they must also secure financial contributions towards such projects, even when needs are already being met. To do so would not accord with guidance and regulations associated with planning obligations.

Question 20

Do you have any other comments on the text of Chapter 8?

[Click here to enter text.](#)

Chapter 9: Promoting sustainable transport

Question 21

Do you agree with the changes to the transport chapter that point to the way that all aspects of transport should be considered, both in planning for transport and assessing transport impacts?

Please select an item from this drop down menu

Please enter your comments here

[Click here to enter text.](#)

Question 22

Do you agree with the policy change that recognises the importance of general aviation facilities?

Please select an item from this drop down menu

Please enter your comments here

[Click here to enter text.](#)

Question 23

Do you have any other comments on the text of Chapter 9?

Paragraph 105(a) should expect more than just Local Plan support for mixed use strategic sites and should, instead, ordinarily require them.

Paragraph 106 should require spaces for plug in and ultra-low emission vehicles. It should also definitively require installation of associated infrastructure. Provision for a plug-in parking space is of little use without a plug. The same applies to 110(e).

Paragraph 109 should not allow for less than severe road safety outcomes, which may still be significant.

Chapter 10: Supporting high quality communications

Question 24

Do you have any comments on the text of Chapter 10?

We strongly support the principles of draft paragraph 112 and fibre connections for new developments. However, its wording should make it clearer that fibre connections and open ducting into the home, and not just into a site, can be required through planning policy.

Chapter 11: Making effective use of land

Question 25

Do you agree with the proposed approaches to under-utilised land, reallocating land for other uses and making it easier to convert land which is in existing use?

Yes

Please enter your comments here

Paragraph 120 should apply where there is no reasonable prospect of a 'development' coming forward rather than an application, which is a less meaningful threshold.

Question 26

Do you agree with the proposed approach to employing minimum density standards where there is a shortage of land for meeting identified housing needs?

Not sure

Please enter your comments here

Draft paragraph 123 should ensure optimal use of land whether or not there is an existing or anticipated shortage. The paragraph's preface is not needed.

Question 27

Do you have any other comments on the text of Chapter 11?

Click here to enter text.

Chapter 12 : Achieving well-designed places

Question 28

Do you have any comments on the changes of policy in Chapter 12 that have not already been consulted on?

We welcome and support the content of this chapter.

Question 29

Do you have any other comments on the text of Chapter 12?

Click here to enter text.

Chapter 13: Protecting the Green Belt

Question 30

Do you agree with the proposed changes to enable greater use of brownfield land for housing in the Green Belt, and to provide for the other forms of development that are 'not inappropriate' in the Green Belt?

Please select an item from this drop down menu

Please enter your comments here

Click here to enter text.

Question 31

Do you have any other comments on the text of Chapter 13?

Click here to enter text.

Chapter 14: Meeting the challenge of climate change, flooding and coastal change

Question 32

Do you have any comments on the text of Chapter 14?

Paragraph 152(a) strikes a discord with the rest of the draft. The reference to 'feasible and viable' should not be needed in the context of viability tested local plans. Feasible would suffice.

Question 33

Does paragraph 149b need any further amendment to reflect the ambitions in the Clean Growth Strategy to reduce emissions from building?

Yes

As a minimum, the words 'can help to' should be deleted.

Chapter 15: Conserving and enhancing the natural environment

Question 34

Do you agree with the approach to clarifying and strengthening protection for areas of particular environmental importance in the context of the 25 Year Environment Plan and national infrastructure requirements, including the level of protection for ancient woodland and aged or veteran trees?

Yes

Please enter your comments here

[Click here to enter text.](#)

Question 35

Do you have any other comments on the text of Chapter 15?

There is a risk that biodiversity net gains could become de minimis. Guidance should be provided on what would constitute a gain. Guidance should also refer to the emerging Natural England net gain metric.

Chapter 16: Conserving and enhancing the historic environment

Question 36

Do you have any comments on the text of Chapter 16?

[Click here to enter text.](#)

Chapter 17: Facilitating the sustainable use of minerals

Question 37

Do you have any comments on the changes of policy in Chapter 17, or on any other aspects of the text in this chapter?

Our experience is that land containing mineral resources is often located where large scale new communities might otherwise be allocated. In Teignbridge, significant areas of land are safeguarded for Ball Clay extraction. We recognise the importance of this but also know that it could take hundreds of years for the entire area to be fully exploited. We would welcome NPPF provision for the phasing of mineral land banks so that extraction in areas that would be most suitable for built development ordinarily occurs first.

Question 38

Do you think that planning policy in minerals would be better contained in a separate document?

Please select an item from this drop down menu

Please enter your comments here

Click here to enter text.

Question 39

Do you have any views on the utility of national and sub-national guidelines on future aggregates provision?

Please select an item from this drop down menu

Please enter your comments here

Click here to enter text.

Transitional arrangements and consequential changes

Question 40

Do you agree with the proposed transitional arrangements?

Please select an item from this drop down menu

Please enter your comments here

Click here to enter text.

Question 41

Do you think that any changes should be made to the Planning Policy for Traveller Sites as a result of the proposed changes to the Framework set out in the consultation document? If so, what changes should be made?

Please select an item from this drop down menu

Please enter your comments here

Click here to enter text.

Question 42

Do you think that any changes should be made to the Planning Policy for Waste as a result of the proposed changes to the Framework set out in the consultation document? If so, what changes should be made?

Please select an item from this drop down menu

Please enter your comments here

Click here to enter text.

Glossary

Question 43

Do you have any comments on the glossary?

We note that a significant change to the way that housing land supply calculations (5 year land supply, 5YLS) should be undertaken is proposed through the definition of 'deliverable' that's contained in the glossary. This was not widely trailed when the draft was released but would have very substantial implications that appear increasingly confused with the housing delivery test.

Outline planning permissions should not ordinarily be excluded from 5YLS calculations. A significant amount of work is required to secure outline consent and the standard time limit for implementing these permissions is 5 years. It is therefore entirely reasonable that outline permissions should be accounted for when calculating housing 'supply' unless there is clear evidence to the contrary.

The research and monitoring implications of assembling clear evidence that outline permissions will be implemented would be considerable and could compromise efforts to proactively grant planning permission and help deliver new homes.

We recognise that the proposed change may be motivated by concerns associated with under delivery but the housing delivery test is the rightful, and much more resource efficient, response to this challenge.

5YLS should be used to assess whether enough deliverable planning permissions (of all types) are coming forward. The housing delivery test can then be used to determine whether they are being delivered.

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OVERVIEW & SCRUTINY COMMITTEE

CHAIRMAN: Cllr Mike Haines

DATE: 9th April 2018

REPORT OF: Simon Thornley
Business Manager Strategic Place

SUBJECT: Local Plan Review: Issues Consultation
Including supporting documents

PART I

RECOMMENDATION

That members consider the draft consultation documents circulated and make any comments before their approval by Executive.

1. PURPOSE

To seek the views of Overview and Scrutiny on the proposed consultation documents.

2. BACKGROUND

The Neighbourhood Planning Act 2017 introduced a requirement to review a local plan either partially or in full every 5 years to ensure plans are up-to-date and reflect the changing needs of the area, particularly housing. This requirement also extends to a Statement of Community Involvement.

If a Local Plan has not undertaken a review within 5 years of adoption then the housing policies may be considered out-of-date and applications assessed against the Presumption in Favour of Sustainable Development in the National Planning Policy Framework.

The Teignbridge Local Plan 2020-2033 was adopted on 4 May 2014 and the five years is therefore up in May 2019. The review of the Teignbridge Local Plan is proposed to start with the publication of the Local Plan Review: Issues document. This provides the opportunity to:

- Extend the plan period to 2040
- Align policies and proposals with the Greater Exeter Strategic Plan
- Update and reflect evidence
- Reflect changes to legislation, national policy and guidance.
- Reflect adopted neighbourhood plans

TEIGNBRIDGE DISTRICT COUNCIL

The Local Plan Review: Issues stage is the first in a series of plan preparation stages which will become more refined and detailed as development progresses. This stage seeks to provide the scope for the partial review of the existing local plan which will inform the next stage, the Draft Plan.

The draft National Planning Policy Framework (NPPF) was published on 5th March 2018 and draft National Planning Guidance published on 9th March 2018. These are consultation documents which are expected for final publication in Summer 2018. The Local Plan Review 2020-2040 is required to be in conformity with final versions of these documents. A review and response to the Draft NPPF is before you on the same agenda. There are a number changes which directly impact on plan-making and require strategic consideration through the Local Plan Review

Statement of Community Involvement

The preparation of a Statement of Community Involvement (SCI) is a legal requirement of S18 the Planning and Compulsory Purchase Act 2004 (as amended) and once adopted the Council is legally obliged to comply with its SCI. The current Teignbridge Statement of Community Involvement was adopted on 21 February 2011, it contains our policies on consultation about, and involvement with, planning policy documents and planning applications. Since the adoption of the SCI in 2011 there have been a number of changes to planning legislation which need to be considered through a revision. A principle change has been through the Neighbourhood Planning Act 2017 which introduced a requirement for SCI's to set out how the Council will provide advice and assistance to neighbourhood planning groups. The updated SCI seeks to meet these additional requirements and provide an up-to-date Statement of Community Involvement at the start of the Local Plan Review process.

Settlement Boundary Review

Existing settlement boundaries have not been comprehensively reviewed for over 20 years. The Draft Settlement Boundary Review paper which accompanies the Local Plan Review Issues Paper has established a set of principles to be applied consistently across the district's settlement boundaries. It applies these principles to all existing settlement boundaries which are illustrated in the Appendix to the Boundary Review paper.

Settlement Hierarchy Review

The existing settlement hierarchy was established through a review of settlement services in 2011 which updated a previous 2006 study. The Local Plan commits a Review to re-examine this level of service provision to ensure that settlements are placed into the correct tier of the hierarchy which appropriately reflects their role and function. The Settlement Hierarchy Review Paper accompanying the Issues consultation reviews existing service provision and makes recommendations for a potential revision.

TEIGNBRIDGE DISTRICT COUNCIL

The Sustainability Appraisal (SA)/Strategic Environmental Assessment (SEA) and Habitat Regulation Assessment

The Sustainability Appraisal (SA)/Strategic Environmental Assessment (SEA) and Habitat Regulation Assessment is a legislative requirement for the production of Local Plans and must be prepared in line with the preparation of the Local Plan Review. A SA/SEA Scoping Report and Habitat Regulation Assessment screening report will accompany the Issues Consultation with the scope of the assessment open to representations, particularly from our statutory consultees, Historic England, Natural England and the Environment Agency. These documents are currently being finalised and will be available for the Executive meeting on 1 May 2018, so are not attached to this report.

Call for Sites

The Local Plan Review Issues document is requesting the submission of sites with potential for employment and residential development to form part of the District Housing and Economic Land Availability Assessment. This will form a catalogue of potential sites which require further assessment as part of Local Plan Review preparations.

3. MAIN IMPLICATIONS

The Issues consultation seeks to explore the plans strategic direction in light of evolving requirements and presents the scope of what is to be undertaken and considered as part of the preparation of an updated Local Plan. The document guides the reader towards evidence requirements and explores options to address strategic policy such as the distribution of development. **The Issues paper does not set out draft policy or present potential site allocations.**

4. GROUPS CONSULTED

Internal consultations with officers from across the council on policy matters and potential improvements to the existing plan policies. Neighbourhood Planning Groups on potential settlement limit and hierarchy changes.

Further consultation is to be undertaken with Council Members, Parish and Town Councils, Neighbourhood Planning Groups, Officers of the Council and stakeholders during the 8 week consultation.

5. TIME-SCALE

The Local Plan Review Issues Consultation is scheduled for 8 weeks between 21 May 2018 and 16 July 2018.

TEIGNBRIDGE DISTRICT COUNCIL

6. CONCLUSION

The Local Plan Review Issues paper and supporting documents establish the first stage of local plan preparation to address current and emerging legislation and policy changes including requiring an up-to-date plan. The findings as a result of the consultation will inform the next stage of local plan preparations.

Simon Thornley
Business Manager, Strategic Place

Wards affected	Applicable to all wards
Contact for more information	David Kiernan (Principal Policy Officer) 01626 215758 David.kiernan@teignbridge.gov.uk
Background Papers (For Part I reports only)	N
Key Decision	N
In Forward Plan	Y
In O&S Work Programme	N
Appendices attached:	A. The Local Plan Review Issues Paper 2018 B. The Draft Settlement Boundary Review C. The Draft Settlement Hierarchy Review D. The Draft Statement of Community Involvement

OVERVIEW & SCRUTINY COMMITTEE

CHAIRMAN: Cllr Mike Haines

DATE: 9th April 2018
REPORT OF: Economic Development Review Group
SUBJECT: Teignbridge Economic Development Plan 2018-23

PART I

RECOMMENDATION

That Members review the draft Economic Development Plan 2018-2023 and recommend to the Executive Committee that it is taken forward for public consultation.

1. PURPOSE

The provide Members with the draft Economic Development Plan 2018-2023.

2. BACKGROUND

The Council's previous Economic Development Plan covered the period 2012-2015. Following the introduction of the Council's 10 year strategy it is necessary to develop a new Economic Development Plan that aligns to the strategy, in particular the 'Going to Town' and 'Investing in Prosperity' projects.

The Plan sets out what we do to support local business, to spur inclusive economic growth and to widen opportunities to our citizens. Mindful of the ever evolving nature of the economy it is recommended that the Plan has a five year timeframe, covering the period 2018-2023. This gives a sufficient period to forward plan for, but not too long that it becomes outdated too quickly.

The updated plan sets out a vision for the local economy derived directly from the Council Strategy, and proposes an approach of '5 Years 5 Ventures' to set out in more detail exactly what we'll do. Those ventures are:

- Supporting and Networking
- Driving Productivity
- Building Partnerships
- Catalysing Growth
- Cooperative Services

3. MAIN IMPLICATIONS

TEIGNBRIDGE DISTRICT COUNCIL

The Plan will guide the Economic Development work plans and focus for the next five years. It will also inform how our resources will be focused, budgets identified, and services and projects prioritised to support economic growth.

The Plan includes the previously agreed Business Charter, which sets out the Council's commitment to businesses in the District on how it will act to support economic growth in its actions and its influences, and the quality of service businesses can expect in their dealings with the Council.

The Plan has been created in line with the actions set out in the 'Going to Town' and 'Investing in Prosperity' projects of the Council Strategy. It has also been informed by a wide range of feedback received from our engagement activities with the business community in Teignbridge in 2017 including: face to face meetings with businesses; the results of a 'How's Business?' survey sent out directly to Teignbridge based businesses and promoted widely via Social Media; responses to the annual Council Strategy survey.

A review of the previous Economic Plan was undertaken, a link to this review can be found at the end of this report. The review identified where the Council was successful in achieving its actions, and reasons why other actions were not achieved. For the latter, this related to projects that were outside the control or influence of the Council. This Plan therefore focuses only on actions the Council can undertake directly or can have an influence over, for example with partners or through lobbying.

The Plan also takes account of the wide variety of Plans and Strategies at a national, regional and sub regional level such as the Government's Industrial Strategy and the Heart of the South West Local Enterprise Partnership's Productivity Strategy.

The Plan is accompanied by a detailed Action Plan that goes into more detail on how the actions will be delivered, and timescales for and who will be involved in that delivery.

4. GROUPS TO BE CONSULTED

An Engagement Strategy has been drawn up to establish which groups and individuals we will target and seek feedback from. This will include Chambers of Commerce, business networking groups, Town and Parish Councils and neighbouring authorities.

Although we have targeted groups and individuals relevant to local business and economic decision making, we will also invite all members of the public to have their say.

5. WITNESSES TO BE CALLED

None.

6. TIME-SCALE

TEIGNBRIDGE DISTRICT COUNCIL

Subject to Member approval the consultation would be undertaken throughout May and June 2018. Following a review of the feedback a final version of the Plan will be brought back to Overview and Scrutiny Committee in September 2018, and then to Executive for endorsement in October 2018.

7. CONCLUSION

The Plan seeks to give greater clarity on how the Council will deliver its economic commitments as set out in its 10 year strategy. The Plan will be reported back to this Committee in September, and will continue to be developed with the Economic Development Review Group.

Neil Blaney
Economy Manager

Cllr Richard Keeling
**Chair of the Economic Development
Review Group**

Wards affected	<i>All</i>
Contact for any more information	<i>Neil Blaney – Economy Manager Tom Winters – Economy Projects Officer</i>
Background Papers (For Part I reports only)	<i>Appendix A – Draft Economic Development Plan 2018-23 Appendix B – Draft Economic Development Plan 2018-23 Action Plan Topic Papers available at www.teignbridge.gov.uk/oureconomy Review of the Economic Development Delivery Plan 2012-15 https://www.teignbridge.gov.uk/media/6074/appraisal-of-eddp-2012-2015.pdf</i>
Key Decision	<i>Recommend for consultation</i>
In Forward Plan	<i>No</i>
In O & S Work Programme	<i>No</i>

Appendix A

Teignbridge District Council

**Economic Development Plan
2018-2023**

DRAFT V3

TEIGNBRIDGE DISTRICT COUNCIL

Introduction

Teignbridge District Council interacts with businesses on a daily basis through the services we provide and the support we offer. We have a small but important role to play in the local economy, a role which has been set out in this plan.

This five year plan, from 2018 to 2023, will set out how we will continue to directly support our local businesses, broaden opportunities for our citizens and spur inclusive economic growth across the district. Our commitment is to be solutions-based in the challenges we face and the opportunities we grasp.

The initiatives made in this plan will set in stone our ambitions and the direct actions we will take. We believe that a five year timeframe will give us sufficient scope for achieving our aims without losing relevance as the economic environment changes.

This plan is the end result of a wide ranging engagement strategy, which sought input from our businesses, our partners and the multiple departments which make up the council. We have also utilised the results of the annual survey of the Council Strategy, in particular those relating to the 'Going to Town' and Investing in Prosperity' projects. These contributions have helped us to formulate a diverse plan that understands our capabilities and our constraints.

National Context

The UK economy is on course for a period of great change. The coming years will flesh out our future relationship with the European Union and the future of UK trade policy. Since the financial crisis, growth has remained fairly volatile, with productivity stagnating and disposable income coming under pressure from the devaluation of sterling. However, general employment prospects have significantly improved since the 2008 downturn. Our plan recognises these immediate concerns.

As set out in the government's Industrial Strategy, one of the key national economic initiatives is solving the productivity puzzle. This will see drives to upskill our labour force, supporting research and development and improving infrastructure.

We must also set our sights further afield to the long run changes that have been observed. We expect to see major financial, technological, economic and social change over the next few years, although of course nobody can predict them all with certainty.

These 'disrupting' forces will change the face of our economic and social reality, challenging our conventions and demanding actions. The great disruptors of our time include:

- Climate and environmental change
- The impact of technological change
- An ageing population
- Rising inequalities
- The changing nature of work

We must be prepared to act where possible and appropriate, to embrace change and ensure it works to the benefit of all our citizens.

TEIGNBRIDGE DISTRICT COUNCIL

Local Context

The local context roughly mirrors the wider national context but with some notable divergences. A few of the main features include:

- The Teignbridge economy is diverse, with significant agriculture and hospitality sectors. Manufacturing and construction is particularly strong compared to neighbouring areas and the national average.
- Unemployment has been slowly decreasing, remaining below the regional and national averages.
- Job density is lower in Teignbridge than all other districts in the Exeter and Heart of Devon area. This means Teignbridge residents are having to leave the district to find better paid work.
- Wages have remained below local, regional and national averages. Although wages have been steadily increasing, they have not been keeping pace with inflation.
- Productivity has been marginally increasing, although remains far below the regional and national comparisons.
- The demand for employment space in Teignbridge has far exceeded supply.
- Low levels of educational attainment compared to regional and national averages.
- The Teignbridge economy is significantly influenced by what's going on in Exeter and Torbay.
- There is competition for resources from large regional projects, such as Hinkley Point for example.

Our Vision

The vision we have set for the Teignbridge economy is made up of two key aims:

1. To offer a diverse range of well-paid and highly skilled jobs for our citizens.
2. To be an attractive place to start and grow a business.

These two aims complement each other. Successful and productive enterprises rely on well trained and well-motivated workers to make their business plans a reality. Well paid employment also means higher disposable incomes, stimulating local spending and therefore business growth. Employees on the other hand rely on businesses for stable and well paid employment with the prospect of future progression and opportunities.

These ambitions are not out of reach. By supporting businesses to grow and equipping our citizens with the right skills, the ambitions we have set ourselves can become a reality.

Our economic vision as a local authority is to become an entrepreneurial council, to perform what is expected of us to the best of our ability and to be innovative in the actions we take.

As well as supporting our local enterprises and the local economy more generally, we will actively seek income generating projects that complement our economic development priorities. By promoting economic success and developing a diverse portfolio of income streams, we will have more scope to fund the services local people need. The upcoming business rates retention pilot also aims to secure additional revenue, by incentivising councils to bring forward employment space.

TEIGNBRIDGE DISTRICT COUNCIL

Making 'Our Vision' a Reality

To achieve our vision we need to be realistic in what we can achieve. Many of the things we want to see will be determined by national policy and the pushes and pulls of the global economy. We must be mindful of our constraints and effective in our actions. Our 5 Years, 5 Ventures initiative lays out the specific actions we will take to achieve the vision we have set ourselves. These ventures are:

1. Supporting & Networking
2. Driving Productivity
3. Building Partnerships
4. Catalysing Growth
5. Cooperative Services

An Action Plan has been published in tandem with the EDP so set out how we will achieve the objectives set out in our ventures. This gives more information on the direct actions we will take, who we will work with to achieve them, the timescale of delivery and how we will monitor success.

1. Supporting & Networking

Having the right connections and guidance can be a key advantage in the world of business. This initiative sets out our aim to proactively expose local businesses to all the latest opportunities and updates we can identify. This will ensure that enterprises have the information they need to grow and prosper, taking advantage of the advice, funding and other opportunities that arise over the next five years.

Our objectives:

- To guarantee access to free business advice and to signpost businesses to advisors on accessing funding, finding apprentices, exporting intelligence and tax and regulatory guidance.
- To offer our own local knowledge, contacts and networks to businesses.
- To meet with businesses and entrepreneurs one-to-one, running through their future plans, offering planning pre-application advice and to discuss joint initiatives with the council.
- To use our Teignbridge Business social media account and Business Brief e-newsletter to keep businesses updated on opportunities that could benefit them.
- To highlight local networking events to Teignbridge business and run our own events and training seminars where possible.
- To trial new and innovative ways of reaching out to our business community, for example by sending a New Tenants Leaflet to new business rates payers.

TEIGNBRIDGE DISTRICT COUNCIL

2. Driving Productivity

Greater productivity across the local economy leads to a more innovative and competitive business base, increasing the likelihood of higher skilled and better paid jobs. Teignbridge will seek projects that allow businesses to improve their productivity, by embracing new technologies, taking full advantage of automation and promoting opportunities for citizens to reskill and upskill.

Our objectives:

- To continue supporting the work of Connecting Devon and Somerset in improving broadband quality and raising awareness of improved coverage to increase take-up.
- To explore the possibility of introducing free public Wi-Fi for town centres, to increase their appeal and stimulate local spending.
- To work with education providers and businesses to encourage apprenticeships and other qualifications that increase skill levels and the prospect of higher paid employment, both for young learners and older citizens seeking to retrain.
- To actively promote the attractiveness of Teignbridge as a place to start a business, especially to more productive business models such as employee owned enterprises.
- To support transport infrastructure projects to reduce journey times for employees and accelerate local supply chains.
- To lengthen the times for businesses to trade, including the evening economy and shoulder months of the tourism season.
- To encourage inspirational local business leaders into our schools and colleges to discuss opportunities and the realities of work and business.

3. Building Partnerships

Teignbridge cannot achieve all of its ambitions alone, collaborating with other groups and organisations and establishing a good working relationship is key. This also means looking beyond administrative boundaries, to work with those not necessarily in our district. By achieving all this, joint projects, funding and support can be brought forward to accomplish our common objectives and priorities.

Our objectives:

- To maintain and build upon our relationships with the Chambers of Commerce, the local Federation of Small Business branch, town centre managers and other business led groups and individuals, to understand their concerns and explore new ideas and projects.
- To continue close collaboration with our Exeter and the Heart of Devon (EHOD) partners by sharing ideas and jointly funding common initiatives.
- To explore opportunities for working closer with other local authorities, such as town and parish councils, Devon County Council, Torbay Council and others.
- To work closely with local education providers to jointly promote training opportunities to employers.
- To engage with community groups and viable community-led projects with a clear benefit to our economic development objectives.
- To support the work of the Heart of the South West LEP in attracting resources and investment into the region.

TEIGNBRIDGE DISTRICT COUNCIL

4. Catalysing Growth

The council wants to see success at every stage of business development, from the self-employed to large scale employers. For businesses, this means having the space to scale-up and expand, leading them to invest in more productive capital and invest in their staff. Achieving this aim will ensure new enterprises have the opportunities to take-off and develop, whilst enabling existing firms to expand within Teignbridge rather than being tempted out of the area in order to meet their demands.

Our objectives:

- To manage the Newton Abbot Markets, maintaining its heritage and character, enhancing its appeal and ensuring it's ready and fit for the consumer of tomorrow.
- To maintain the markets and pop-up shop to allow entrepreneurs to test their goods and services to a wide audience of potential customers.
- To encourage a mix of new commercial tenancy types to meet demand, such as business incubators and enterprise hubs.
- To support applications and lobby the relevant organisations needed to ensure the development of new employment sites across Teignbridge, to ensure we meet at least the targets outlined in the Local Plan.
- To bring forward our own commercial sites where appropriate to correct market failures, trial new types of workspace and generate additional income to the council.
- To continue delivering and identifying regeneration projects to increase business capacity and boost the attractiveness of Teignbridge as a place to live, work, trade and spend.
- To encourage higher footfall and local spending in our town centres through branding, marketing and running events.

5. Cooperative Services

The regulatory decisions we make and actions we take can have a significant impact on our businesses. The services we provide must be based on an understanding of the day to day realities of running a business. This means being aware of the financial pressures business face and not being a barrier to success. Building a cooperative relationship between ourselves and our local enterprises is essential to stimulating business development and economic prosperity. Getting this right means businesses can be left to get on with what they do best.

Our objectives:

- To use our regulatory powers to ensure a fair and level playing field, supporting those who seek to achieve the highest standards and challenging those who fall below what is required.
- To have a 'can do' attitude and to be proactive wherever possible, for example by championing business rate relief and exemptions to those who are eligible.
- To consider and potentially change the delivery of regulation to tailor it to the needs of business.
- To take a 'digital first' approach and to explore new technologies that cater to the evolving needs of our customers.
- To run events that serve to inform businesses of the regulations and decisions that affect them, helping them better understand their responsibilities and our duties.
- To promote and uphold the Business Partnership Charter which sets out our commitments to the business community regarding the services we deliver.

A copy of the Business Partnership Charter can be found overleaf.



Teignbridge District Council Business Partnership Charter

Purpose of the Charter

The commitment made by this charter is to establish and maintain a new collaborative relationship between Teignbridge District Council, regulators and local businesses. It serves to facilitate a positive, productive and practical environment for business to seek advice and for us to improve our standard of delivery for the business community. Building trustful and resourceful relationships of this nature is key to achieving economic prosperity and laying the foundations for long-term economic growth.

Our commitments:

- ✓ Converse with businesses in an honest and cooperative manner
- ✓ Promote and encourage new and existing businesses in the district
- ✓ Tailor-make our advice and support in an easily accessible fashion
- ✓ Endeavour to deal with potential issues in the business community before they escalate
- ✓ Provide efficient and effective public services that offer value for money
- ✓ Create an environment that allows innovation to flourish
- ✓ Work within a mutually agreed timescale to answer business enquiries
- ✓ Improved signposting between council services
- ✓ Offer fair opportunities for businesses to bid for council procurement
- ✓ Encourage the use of The Growth Hub to advise and support local enterprise
- ✓ Follow the principles of the Better Business For All initiative

Council service	How we support business	What we ask of businesses
Business Rates	<ul style="list-style-type: none"> • Enable businesses to pay their business rates easily and effectively • Support those facing difficulty in a fair and understanding manner 	<ul style="list-style-type: none"> • Contact us as quickly as possible before payment difficulties start to take shape • Contact us as quickly as possible when moving in or out of your premises
Economy and Assets	<ul style="list-style-type: none"> • Advising business on multiple issues, from procuring investment to securing suitable commercial space • Creating a favourable environment to grow and prosper 	<ul style="list-style-type: none"> • Inform us of issues preventing growth and expansion • Taking part in council sponsored events and surveys
Environmental Health and Licensing	<ul style="list-style-type: none"> • Build rapport with the business community to develop a friendly and informative service • Support government initiatives to improve standards 	<ul style="list-style-type: none"> • Actively follow the advice and guidance we provide • Taking part in events aimed at delivering a better understanding of the regulation for business
Leisure, Tourism and Green Spaces	<ul style="list-style-type: none"> • Nurturing and maintaining clean and desirable public spaces • Promoting our natural environment and supporting our pioneers in the leisure and tourism sectors 	<ul style="list-style-type: none"> • Contact us with new ideas on how to advance tourism and our leisure industry • Encourage employees to engage in healthy living/working activities
Planning and Building Control	<ul style="list-style-type: none"> • Offer sound advice on planning and building regulations • Guide business through the planning system with a solutions based approach 	<ul style="list-style-type: none"> • Advise us of your plans as early as possible • Take part in shaping and supporting plans to develop and regenerate Teignbridge District

TEIGNBRIDGE DISTRICT COUNCIL

Moving Forward

A lot can happen in five years. We must keep track of national and regional trends and be aware of how short term changes could affect our plan and its delivery.

Through the Action Plan we will monitor each of our 5 Ventures on an annual basis. This will help us to keep track of what we achieved and what more needs to be done. We will do this by keeping track of the indicators used in our topic papers¹ and other internal reviews, such as the Authority Monitoring Reports² for example.

Although we can monitor trends over time, we cannot make a specific link between the success of the EDP and the overall state of the Teignbridge economy. The indicators are used more to inform our decisions rather than monitor our results. Individual projects will allow some micro level appraisals of impact, which we can report on.

Our partners and service providers can keep us updated with new developments and how we are performing on the roles we have set ourselves. We also aim to continue our engagement with the business community to gather their input on how the plan is succeeding and what we can do to improve its delivery.

As an entrepreneurial council, we must be open to new ideas and thinking outside the box to achieve our vision. Our vision and plan should not lock us into a position where we cannot embrace new challenges and

opportunities. Defined actions along with an understanding to adapt will ensure our plan remains relevant and decisive.

Supporting & Networking:

- Analyse business engagements with the Growth Hub
- Monitor the calls and meetings we have through a CRM system
- Monitor our Twitter engagements and Business Brief viewer stats

Driving Productivity:

- Keep track of GVA and wage statistics from the ONS
- Monitor broadband coverage from CDS
- Monitor education based statistics from the ONS.

Building Partnerships:

- Keep track of our correspondence with our partners and monitor our joint projects and initiatives.

Catalysing Growth:

- Analyse total enterprise and enterprise birth/death data from the ONS
- Keep track of employment data from the ONS
- Monitor the footfall and vacancy rates of the Newton Abbot Markets
- Conduct town centre health checks
- Monitor the delivery of new employment space and compare to our Local Plan targets.

Cooperative Services:

- Monitor the positive and negative feedback we receive from businesses.

¹ Link to Topic Papers: www.teignbridge.gov.uk/oureconomy

² Link to Authority Monitoring Reports: www.teignbridge.gov.uk/factsmonitoring

TEIGNBRIDGE DISTRICT COUNCIL

APPENDIX B: Economic Development Plan 2018-2023: Action Plan

This action plan builds on the 5 Years 5 Ventures set out in the Economic Development Plan, giving more detail on the direct actions we will take to achieve the objectives we have set for each venture. This is also an opportunity to flesh out who will be delivering the actions, when they will be delivered and how we will measure progress.

Supporting & Networking

Objective	Action	Delivery	Timescale	Measure of progress
To guarantee access to free business advice and to signpost businesses to advisors on accessing funding, finding apprentices, exporting intelligence and tax and regulatory guidance.	Businesses seeking advice will be signposted to the Heart of the South West Growth Hub. Should this cease, we will work to procure a replacement.	TDC Economy & Assets Growth Hub	Ongoing: on demand	We receive an update from the HotSW Growth Hub monitoring usage.
	Businesses seeking advice on apprenticeships are signposted to the South Devon College (SDC) apprenticeships team. We also seek to expand this to cover all apprenticeship providers.	TDC Economy & Assets South Devon College	Ongoing: on demand Annual event during National Apprenticeships Week	We meet at least quarterly with the SDC team to discuss progress, new initiatives and identify the number of businesses in Teignbridge taking on apprenticeships.
	Businesses seeking funding opportunities will be signposted to the DR Company if potentially eligible. Should funding opportunities alter, we will identify new/additional opportunities.	TDC Economy & Assets DR Company	Ongoing: on demand	We receive an update from the DR Company regarding applications.
To offer our own local knowledge, contacts and networks to businesses.	Council staff are available to talk to businesses one-to-one. We will provide a 'no wrong door' approach to our services, passing on	TDC all departments	Ongoing: on demand	A customer relationship management (CRM) system will be used to

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Measure of progress
	businesses to the department they need.			monitor our contact with businesses.
To meet with businesses and entrepreneurs one-to-one, running through their future plans, offering planning pre-application advice and to discuss joint initiatives with the council.	Council staff are on hand to talk to businesses one-to-one, either at Forde House or through a site visit.	TDC all departments	Ongoing: on demand	A customer relationship management (CRM) system will be used to monitor our contact with businesses.
To use our Teignbridge Business social media account and Business Brief e-newsletter to keep businesses updated on opportunities that could benefit them.	The Teignbridge Business Twitter page will continue to be updated daily.	TDC Economy & Assets TDC Business Improvement and Development	Ongoing: daily	We will monitor the number of Twitter followers we have and track engagement per tweet we post.
	The Business Brief newsletter will be distributed quarterly.	TDC Economy & Assets	Ongoing: quarterly	We will monitor the number of subscribers we have and track engagement per newsletter we release.
To highlight local networking events to Teignbridge business and run our own events and training seminars where possible.	Local business networking events will be promoted via our communication streams (Twitter, the newsletter, word of mouth, etc.) and we will attend where possible.	TDC Economy & Assets	Ongoing: on demand	Monitor engagement of our communications and monitor attendance where possible.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Measure of progress
	We will facilitate training events, networking events and a business conference to cover topics not currently covered elsewhere locally.	TDC all departments	Late 2018. Possible annual business conference	Monitor attendance.
To trial new and innovative ways of reaching out to our business community, for example by sending a New Tenants Leaflet to new business rates payers.	We are currently trialling a New Tenants Leaflet, where all new business rates payers will receive a business support leaflet with their first business rates related letter. If successful, the project will be implemented on a permanent basis.	TDC Economy & Assets TDC Business Rates TDC Business Improvement and Development	Late 2018 A 500 leaflet trial will be run.	We will analyse all of our 'Supporting & Networking' indicators to identify if the leaflet has led to an increase in engagement. This could include clicks on website links set out in the leaflet or mentions of the leaflet when contacting services mentioned within in

TEIGNBRIDGE DISTRICT COUNCIL

Driving Productivity

45

Objective	Action	Delivery	Timescale	Indicator
To continue supporting the work of Connecting Devon and Somerset in improving broadband quality and raising awareness of improved coverage to increase take-up.	We will work with Connecting Devon and Somerset (CDS) to develop projects that will demonstrate the additionality achieved by TDC investments in Phase 2.	TDC CDS	2018-2020	We will be regularly updated by CDS on coverage and take-up, ensuring we receive regular report for rollout of the program.
	We will promote increased take-up of superfast broadband via our communication streams.	TDC Economy & Assets	Ongoing: throughout	Monitor engagement of our communications.
	We will work with our Exeter and the Heart of Devon (EHOD) partners to identify ways to close gaps in coverage that are not covered CDS or the market.	TDC Economy & Assets EHOD	Ongoing: throughout	We will meet with our EHOD partners on a regular basis to discuss opportunities, actions and results.
To explore the possibility of introducing free public Wi-Fi for town centres, to increase their appeal and stimulate local spending.	Phase 1: Teignbridge intend to deliver the installation of a public Wi-Fi solution for Newton Abbot, Teignmouth and Dawlish town centres. We are seeking a no-cost option for the council, where both the provider and the council can profit from the application.	TDC Economy & Assets Strata	Early 2018 to early 2019	We are seeking a solution that allows us to monitor usage and footfall.
	Phase 2: If the public Wi-Fi in Newton Abbot, Teignmouth and Dawlish is successful in generating an income for the council, we will seek to extend the project to Ashburton, Bovey Tracey, Buckfastleigh,	TDC Economy & Assets Strata	2021-2023	We are seeking a solution that allows us to monitor usage and footfall.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Indicator
	Chudleigh and Moretonhampstead town centres.			
To work with education providers and businesses to encourage apprenticeships and other qualifications that increase skill levels and the prospect of higher paid employment, both for young learners and older citizens seeking to retrain.	We will actively promote apprenticeships and work experience opportunities both internally and externally.	TDC Economy & Assets	Ongoing: throughout	We will monitor the number of apprentices we take on and the number of work experience days per year.
	We will facilitate events in partnership with local education providers aimed at Teignbridge businesses.	TDC Economy & Assets Local education providers	Ongoing: annually	We will monitor the attendance of the events we facilitate.
To actively promote the attractiveness of Teignbridge as a place to start a business, especially to more productive business models such as employee owned enterprises.	We will update our 'Invest in Teignbridge' brochure to target external businesses when employment land is brought forward.	TDC Economy & Assets	2019	We will monitor the delivery of employment space.
	We will develop techniques to promote the employee ownership model as the preferred exit strategy for retiring businesses leaders.	TDC Economy & Assets	2019-2020	We will develop a database of employee owned firms, cooperatives and social enterprises.
To support transport infrastructure projects to reduce journey times for employees and accelerate local supply chains.	We will regularly liaise with Devon County Council to receive updates on upcoming infrastructure developments. We will link this with our Local Plan work and the transport demands of employment land developers.	TDC Economy & Assets Devon County Council	Ongoing: throughout	We will monitor local transport improvements and emerging demands.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Indicator
To lengthen the times for businesses to trade, including the evening economy and shoulder months of the tourism season.	We will encourage and support proposals for businesses that will allow for longer trading.	TDC all departments	Early 2019	We will consult with affected businesses regarding the changes.
To encourage inspirational local business leaders into our schools and colleges to discuss opportunities and the realities of work and business.	We will invite local business leaders to take part in this project when we meet with them as a part of our Supporting & Networking venture. We will work with schools to get support for this initiative and agree times for this to happen.	TDC Economy & Assets Local education providers	Late 2018	We will record the number of visits, presentations and engagements with schools and speakers.

TEIGNBRIDGE DISTRICT COUNCIL

Building Partnerships

Objective	Action	Delivery	Timescale	Indicator
To maintain and build upon our relationships with the Chambers of Commerce, the local Federation of Small Business branch, town centre managers and other business led groups and individuals, to understand their concerns and explore new ideas and projects.	We will run a joint chamber of commerce meeting on a quarterly basis with the chairs of each town chamber and business focussed groups, along with representatives from the local FSB.	TDC Economy & Assets Chamber of Commerce FSB Teignbridge	Already commenced, will continue quarterly.	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.
	We will work with town centres managers on common initiatives.	TDC all departments Town councils	Ongoing: on demand	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.
	We will seek to facilitate a peripatetic town centre manager role for Ashburton, Bovey Tracey, Buckfastleigh, Chudleigh and Moretonhampstead town centres.	TDC Economy & Assets Town councils	Late 2018	We will contact the town councils on the viability and success of the role.
To continue close collaboration with our Exeter and the Heart of Devon (EHOD) partners by sharing ideas and jointly funding common initiatives.	We will meet with our peers from the EHOD authorities on a regular basis to share knowledge, identify shared projects and meet the commitments set in the Shared Strategy.	TDC all departments All EHOD authorities	Ongoing: monthly	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.
To explore opportunities for working closer with other local authorities, such as town and parish	We will involve other local authorities in projects and initiative that involve them and their communities.	TDC all departments	Ongoing: on demand	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Indicator
councils, Devon County Council, Torbay Council and others.		Other local authorities		
To work closely with local education providers to jointly promote training opportunities to employers.	We will endeavour to meet with all other education providers active in Teignbridge when opportunities arise.	TDC all departments Local education providers	Ongoing: on demand	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.
To engage with community groups and viable community-led projects with a clear benefit to our economic development objectives.	We will make contact with local groups where appropriate and discuss any assistance we can provide for their projects.	TDC all departments	Ongoing: on demand	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.
To support the work of the Heart of the South West LEP in attracting resources and investment into the region.	We will work with the LEP to identify Teignbridge based projects for LEP funding.	TDC all departments HotSW LEP	Ongoing: on demand	We will monitor the amount of meetings we have and monitor the consequential decisions, actions and results.

TEIGNBRIDGE DISTRICT COUNCIL

Catalysing Growth

Objective	Action	Delivery	Timescale	Indicator
To manage the Newton Abbot Markets, maintaining its heritage and character, enhancing its appeal and ensuring it's ready and fit for the consumer of tomorrow.	We will ensure the public Wi-Fi project in our Driving Innovation venture is extended to cover the markets	TDC Economy & Assets Strata	Early 2018 to early 2019	We are seeking a solution that allows us to monitor usage and footfall.
	We will establish social media platforms for the markets to target a younger demographic.	TDC Economy & Assets TDC Business Improvement and Development	Late 2018	We will monitor the amount of 'followers' and monitor site engagement statistics.
	We will raise the quality and aspirations of the markets by improving the physical and visual appeal and renewing the code of practise.	TDC Economy & Assets	Ongoing: throughout	We will monitor the footfall of the markets, along with trader and customer feedback.
To maintain the markets and pop-up shop to allow entrepreneurs to test their goods and services to a wide audience of potential customers.	We will establish a 'business incubator' approach to letting out selected council retail property, by offering training, support and helping tenants to grow.	TDC Economy & Assets	This approach will be trialled from 2019-21	We will monitor the demand and vacancy rates of the markets and town centre shops. We will seek feedback from new start-up businesses and established traders. We will monitor business births and deaths.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Indicator
To encourage a mix of new commercial tenancy types to meet demand, such as business incubators and enterprise hubs.	We will seek to establish 'enterprise hubs' offering small office units for micro businesses. This will be accompanied by training and support.	TDC Economy & Assets	2019-2021	We will monitor the vacancy rates of the units and measure profit.
To support applications for employment sites to ensure we meet at least the targets outlined in the Local Plan.	We will directly support applicants with the aim of increasing the likelihood of planning approval.	TDC Economy & Assets	Ongoing: on demand	We will monitor the delivery of employment space.
To lobby the relevant organisations needed to ensure the development of new employment sites across Teignbridge.	We will directly confront the organisations who are prohibiting the development of employment sites with a solutions-based approach to resolving the issues faced.	TDC Economy & Assets	Ongoing: on demand	We will monitor cases where employment land has not been brought forward and where issues have been resolved.
To bring forward our own commercial sites where appropriate to correct market failures, trial new types of workspace and generate additional income to the council.	We will identify potential sites to develop and purchase these sites for commercial use when a viable business case has been developed and when funding is available.	TDC Economy & Assets	Ongoing: opportunities are continuously brought forward	We will monitor the demand for differing types of commercial unit and monitor the vacancy rates of new council owned commercial units.
To continue delivering and identifying regeneration projects to increase business capacity and boost the	We will continue the regeneration of Newton Abbot town centre and explore projects in other Teignbridge towns.	TDC Economy & Assets	Ongoing: throughout	We will monitor the vacancy rates of new council owned commercial units and monitor the footfall or regenerated areas.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Indicator
attractiveness of Teignbridge as a place to live, work, trade and spend.				
To encourage higher footfall and local spending in our town centres through branding, marketing and running events	We will run events in the town centres, such as Summer Nights for example, to actively increase footfall.	TDC Economy & Assets Event partners	Ongoing: throughout	We will monitor the footfall of the events.

TEIGNBRIDGE DISTRICT COUNCIL

Cooperative Services

Objective	Action	Delivery	Timescale	Indicator
To use our regulatory powers to ensure a fair and level playing field, supporting those who seek to achieve the highest standards and challenging those who fall below what is required.	We will fulfil our statutory duties to the best possible standard in a consistent, fair and transparent manner. We will ensure all teams are aware of the business charter	TDC all departments	Ongoing: throughout	We will monitor the positive and negative feedback we receive.
To have a 'can do' attitude and to be proactive wherever possible, for example by championing business rate relief and exemptions to those who are eligible.	We will use business rate relief to support those businesses who are eligible.	TDC all departments	Ongoing: throughout	We will monitor the number of businesses supported and compare to national and regional averages.
To consider and potentially change the delivery of regulation to tailor it to the needs of business.	We will use the Better Business for All initiative to identify regulatory reform.	TDC all departments	Ongoing: throughout	We will monitor the success of regulatory reforms we have delivered.
To take a 'digital first' approach and to explore new technologies that cater to the evolving needs of our customers.	We will engage with customers to understand what they need, to enable us to improve the delivery of our services through improved online platforms.	TDC	Ongoing: throughout	We will monitor the use of our online services and record the feedback we receive from users.

TEIGNBRIDGE DISTRICT COUNCIL

Objective	Action	Delivery	Timescale	Indicator
To run events that serve to inform businesses of the regulations and decisions that affect them, helping them better understand their responsibilities and our duties.	We will run events, such as the Event Organiser Forum for example, that informs businesses of their responsibilities and the responsibilities of the council.	TDC all regulatory departments	Ongoing: throughout	We will monitor the number of attendees and any feedback or the events provided.
To promote and uphold the Business Partnership Charter which sets out our commitments to the business community regarding the services we deliver.	We will raise the awareness of the business charter via our communication streams and during face-to-face encounters.	TDC all departments	Ongoing: throughout	We will monitor the positive and negative feedback we receive.
	We will make all TDC teams aware of the charter and adopt the key commitments.	TDC all departments	Ongoing: throughout	We will monitor the positive and negative feedback we receive.

TEIGNBRIDGE DISTRICT COUNCIL

OVERVIEW & SCRUTINY COMMITTEE

CHAIRMAN: Cllr Mike Haines

DATE: 9th April 2018
REPORT OF: Cllr Bullivant, Portfolio Holder for Car Parks
SUBJECT: Progress report of the Car Park Review Group

PART I

RECOMMENDATION

The Committee is recommended to note this report.

1. PURPOSE

The purpose of this report is to provide Members with an update of the work plan for the Car Park Review Group and a revision to its Terms of Reference.

2. BACKGROUND

In 2015 the Overview & Scrutiny Committee agreed to set up an Car Park Review Group to undertake a strategic review of the Council's off street parking policies so that Teignbridge's parking policy and operations remain current and effective to reflect the local need, whilst being cost-effective, embracing of new technologies and approaches to car parking.

The review was to specifically examine:

1. Comparisons with other neighbouring local authorities off street car parking policies and charges.
2. Potential modernisation of car parking equipment e.g. charging systems, number plate recognition and use of mobile phones, by identifying which car parks would benefit from this and pay on exit systems.
3. To understand the effects of car parking with the redevelopment of Newton Abbot (Halcyon Road area).
4. To consider the differing needs in each of the following areas:
rural/urban/coastal and seasonal charges.
5. Management of Forde House Campus facility to ensure complex related usage.

The Review Group focus was initially on items 1, 2 and 4, with an agreement to review all of the issues in more detail as part of a strategic approach to the Council's Car Parks.

TEIGNBRIDGE DISTRICT COUNCIL

The work of the group resulted in the investment in upgraded car park payment machinery which now enables customers to pay for their parking session by card. Work is also on-going to upgrade the parking permit system to allow customers to purchase and instantly receive a 'virtual' permit. The current contract for the pay by phone service, currently provided by RingGo, is due for review and will allow consideration of the current 20p 'convenience' fee that customers have to pay to use the service.

The Review Group stopped meeting in 2017 due to a number of changes relating to the group members, including changing roles within the Council or no longer being at the Council. As such, the outstanding work as set out in the original Terms of Reference were not progressed.

At a meeting of the Review Group on 29th January 2018 it was agreed to form a Working Group, to be chaired by the Portfolio Holder for Car Parking with the same political make up as the Review Group of 3 x Conservative Councillors, 2 x Liberal Democrat Councillors and 1 x Independent Councillor.

The Terms of Reference for the Group are set out as Appendix 1 to this report.

3. MAIN IMPLICATIONS

The implications that Members need to be aware of are as follows.

The cross party Working Group will meet to progress a Car Park Plan which will set out how the Council will run its Car Park service, and how it will manage and maintain its car park assets. This will include:

- How fees and charges are reviewed and set, including permits
- The role and purpose of the Council's car parks
- Future investment plans to upgrade the car parks
- Future investment plans to improve the customer's experience
- How the Council will deal with requests related to the car parks
- A review of each car park to look at its primary function and future plans for management
- An overview of which decisions will be made under delegated authority to the Portfolio Holder or officers, and which will go to the Working Group for consideration.

The Group will report back to Overview and Scrutiny with the consultation draft and final version of the Car Park Plan.

Following completion of the Plan the Group will meet quarterly to consider requests for significant changes to the operations of its car parks. Any accepted requests will then be reported to Overview and Scrutiny and Executive Committees for agreement. The Group will also report bi-annually to Overview and Scrutiny on all requests, so that Members are also aware of those that have been rejected and why.

TEIGNBRIDGE DISTRICT COUNCIL

4. GROUPS TO BE CONSULTED

None

5. WITNESSES TO BE CALLED

None

6. TIME-SCALE

The Working Group will produce a Car Park Plan by the end of 2018, and will report back to Overview and Scrutiny twice in that period, to review and endorse the emerging work to the Council's Executive Committee. Set out below are key milestone dates.

Activity	Timescale
Working group and officer group to develop draft Plan	April - June
Draft Plans to O&S then Exec for agreement to consult	July
Consultation	August - October
Review of feedback and amendments to Plan	October – November
Final Plan to O&S	November
Final Plan to Exec for sign-off	December

7. CONCLUSION

The Group will ensure that appropriate, detailed scrutiny is given to strategic decisions relating to Car Parks. The Car Park Plan will make sure that the processes and procedures relating to Car Parks are transparent, consistent, fair, and easy to understand by its customers.

Neil Blaney
Economy Manager

Cllr Phil Bullivant
Portfolio Holder for Car Parks

Wards affected	<i>All</i>
Contact for any more information	<i>Neil Blaney, Economy Manager, 01626 215233</i>
Background Papers (For Part I reports only)	<i>Appendix 1 Terms of Reference</i>
Key Decision	<i>No</i>
In Forward Plan	<i>No</i>
In O & S Work Programme	<i>Yes</i>

TEIGNBRIDGE DISTRICT COUNCIL

Appendix 1 – Car Park Working Group Terms of Reference

Car Park Working Group – Car Park Plan 2018

Overview

In 2015 the Overview & Scrutiny Committee agreed to set up a Car Park Review Group to undertake a strategic review of the Council's off street parking policies so that Teignbridge's parking policy and operations remain current and effective to reflect the local need, whilst being cost-effective, embracing of new technologies and approaches to car parking.

The review was to specifically examine:

1. Comparisons with other neighbouring local authorities off street car parking policies and charges.
2. Potential modernisation of car parking equipment e.g. charging systems, number plate recognition and use of mobile phones, by identifying which car parks would benefit from this and pay on exit systems.
3. To understand the effects of car parking with the redevelopment of Newton Abbot (Halcyon Road area).
4. To consider the differing needs in each of the following areas: rural/urban/coastal and seasonal charges.
5. Management of Forde House Campus facility to ensure complex related usage.

The Review Group focus was initially on items 1, 2 and 4, with an agreement to review all of the issues in more detail as part of a strategic approach to the Council's Car Parks.

At a meeting of the Review Group on 29th January 2018 it was agreed to form a Working Group, to be chaired by the Portfolio Holder for Car Parking.

The group will consist of 6 Councillors, inclusive of the Chair, and have the following political make up to reflect the balance of the Council: 3 x Conservative Councillors, 2 x Liberal Democrat Councillors and 1 x Independent Councillor.

Membership of the Group will be the decision of group the Leaders, with the exception of the Chair.

Approach

The cross party Working Group will meet to progress a Car Park Plan which will set out how the Council will manage and maintain its car park assets. This will include:

- How fees and charges are reviewed and set, including permits
- The role and purpose of the Council's car parks
- Future investment plans to upgrade the car parks
- Future investment plans to improve the customer's experience

TEIGNBRIDGE DISTRICT COUNCIL

- How the Council will deal with requests related to the car parks
- A review of each car park to look at its primary function and future plans for management
- An overview of which decisions will be made under delegated authority to the Portfolio Holder or officers, and which will go to the Working Group for consideration.

The group will canvass the views of car park users, local businesses, and Town and Parish Councils to help the Council understand how it can best support the needs of the communities in which the car park is located.

The group will be provided with up to date information on car park usage, presentations on emerging technologies, finance, and legislation.

A formal consultation period will form part of this process, and an engagement plan will be developed and presented to the Group.

Recommendations that could involve a budget request will need to be approximately costed for future budget planning.

The Car Park Plan will be included on the Overview and Scrutiny work plan.

Timetable.

For the creation of the Car Park Plan, it is proposed that the Review group meets every 6 weeks. Reports will be taken to O&S and Executive to gain endorsement to consult on the draft Plan, and again at the end of the process to gain sign off.

Once the Plan is completed the group will meet quarterly to consider any proposed changes that would significantly affect the operation of the car parks. If the proposals are considered acceptable the group will take a report to O&S and then Executive for approval.

The Group will report on all requests on a bi-annual basis, so that Members are aware of all requests made and reasons for decisions to accept or reject those requests.

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Public Notice and Annual Forward Plan – March 2018

- 1 This is an Annual Forward Plan (March - Version 3) of the key decisions and other decisions the Leader of Teignbridge anticipates the Executive taking during the next 12 months. Key decisions are decisions which the Council consider significant having had regard to Government guidance. This Plan may include other decisions which are not key decisions to be taken by the Executive, including for example, where the Executive is to make a recommendation to the Council.
- 2 Details of the proposed decisions are attached.
3. The decisions which the Executive propose to take in private and the reasons why are detailed in the list together with a brief description of the matter to be decided. If you do not think the decisions should be taken in private please advise the Democratic Services Manager, with your reasons, at the address below or email comsec@teignbridge.gov.uk
- 4 The documents which will be taken into account when making key decisions in the part of the meeting open to the public are available for inspection. Details are listed. Other documents may become available nearer the meeting. If you would like copies please contact the author of the report. Author's names and contact details are shown in the attached list. If you would like additional documents relating to a decision as they become available please contact the author and make this request.
5. Where possible, the District Council will attempt to keep to the dates shown in the Plan. It is quite likely, however, that some items will need to be rescheduled and new items added as new circumstances come to light.
6. This Plan will be updated on a monthly basis.
7. You are welcome to attend the meetings. They will take place in the Council Chamber at the address below. Agendas for Executive and other Council meetings are available on the Council's website.
- 8 You can ask questions regarding any item either in person or in writing. The deadline for the submission of questions is 12 Noon two working days prior to the meeting. You are advised to contact the Committee and Members' Services Section at the address below in advance of this time where assistance is available if required.
- 9 Should you wish to make the Councillors aware of any information in advance of a meeting you can make representations in writing. These can be made up

until the commencement of the meeting. You can also lobby Members of the Executive in advance of the meeting and for information on this or if you have any further queries, please contact the Committee Section. Telephone Neil Aggett on 01626 215113 or email Neil.Aggett@teignbridge.gov.uk

- 10 The agendas for the meetings can be made available before the meetings. The documents listed in the right hand column of the attached plan are available for public inspection at the Council Offices between the hours of 9.00 am to 4.00 pm on Monday to Friday. The estimated dates of availability are indicated and are also available on the Council's website www.teignbridge.gov.uk

Cllr JEREMY CHRISTOPHERS

Leader of the Council

Council Offices, Forde House, Newton Abbot TQ12 4XX

TEIGNBRIDGE DISTRICT COUNCIL – EXECUTIVE FORWARD PLAN

Forward Plan of anticipated key decisions by the Executive for the next 12 months commencing 1 March 2018

(K) Indicates a key decision to be made by the Executive

(R) Is a recommendation to Council.

Matter for Consideration	Date of Decision	Private Decision	Documents to be considered in preparing report	Report Author(s) & Contact Name & Number	Agenda inc. Report Published
Adoption of Ogwell Neighbourhood Plan	5/4/2018	No		Report of Simon Thornley – Business Manager, Spatial Planning Contact: 01626 215706	26/03/2018
National Planning Policy Framework	5/4/2018	No		Report of Simon Thornley – Business Manager, Spatial Planning Contact: 01626 215706	26/03/2018
Teignbridge Urban Design Guide – Supplementary Planning Document	1/5/2018	No		Report of Nick Davies – Business Manager, Planning Contact: 01626 215745	23/05/2018
Local Development Scheme Review	1/5/2018	No		Report of Simon Thornley – Business Manager, Spatial Planning Contact: 01626 215706	
Restructure Proposals	TBC	No		Report of Phil Shears – Managing Director Contact: 01626 215	TBC
Newton Abbot Regeneration	TBC	No		Report of Tony Watson – Business Manager, Economy & Assets Contact: 01626 215828	TBC
Affordable Housing Supplementary Planning Document and Starter Homes	TBC	No		Report of Simon Thornley – Business Manager, Spatial Planning Contact: 01626 215706	TBC
Supplementary Planning Document NA3 – Wolborough	TBC	No		Report of Simon Thornley – Business Manager, Spatial Planning Contact: 01626 215706	Q2 2018
Habitat Regulations Mitigation – Revised Strategy Charges	TBC	No		Report of Nick Davies – Business Manager, Planning Contact: 01626 215745	TBC

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**PROPOSAL FORM
FOR ITEMS FOR CONSIDERATION BY
OVERVIEW & SCRUTINY**

Submitted by:

Item for Consideration:

Expected outcome ie. new policy, new action, new partnership, review and/or scrutinise the performance of other public bodies or of the Council in relation to its policy objectives, performance targets and/or particular service areas:

Priority for matter to be considered:

High (up to 3 months)

Medium (3-9 months)

Low (over 9 months)

Basis on which priority has been set

The suggested item should be included in future programme(s) because: (please tick as appropriate)

- (a) It is a district level function over which the district has some control
- (b) It is a recently introduced policy, service area of activity which would be timely to review
- (c) It is a policy which has been running for sometime and is due for review
- (d) It is a major proposal for change
- (e) It is an issue raised via complaints received
- (f) It is an area of public concern
- (g) It is an area of poor performance
- (h) It would be of benefit to residents of the district
- (i) Which of the Council's objectives does the issue address:
.....

(j) Is there a deadline for the Council to make a decision? (If so, when and why?)

Members are requested to provide information on the following:-

(k) What do you wish to achieve from the review?
.....

(l) Are the desired outcomes likely to be achievable?
.....

(m) Will it change/increase efficiency and cost effectiveness?

Additional information – an explanatory sentence or paragraph to be provided below to support each box which has been ticked.

OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME 2018 – 2019

Standing Items

Strata Joint Executive Minutes
South East Devon Habitat Regulations Minutes

8 May 2018	Report	Lead Officer / Next Steps
Joint Chair of the Devon Learning Disability Partnership Board and Senior Commissioning Officer Disabilities	Presentation on Citizenship	Robert Hawken and Sophie Holmes

4 June 2018	Report	Lead Officer / Next Steps

2 July 2018	Report	Lead Officer / Next Steps
T10 – Out and about and active. Health at the heart. Strong communities.	PH's in attendance: Cllrs Bullivant, Goodey and Russell	Lorraine Montgomery / Paul Nicholls / Neil Aggett
Update on Universal Credit	of the DWP Partnership Manager, Lee Tozer	Tracey Hooper
Performance Monitoring – Year End 2017-18		Liz Gingell

10 September 2018	Report	Lead Officer / Next Steps
Performance Monitoring – Q1 data		Liz Gingell

15 October 2018	Report	Lead Officer / Next Steps

19 November 2018	Report	Lead Officer / Next Steps
Performance Monitoring – Q2 data		Liz Gingell

14 January 2019	Report	Lead Officer / Next Steps
Budget consultation		Martin Flitcroft

4 February 2019	Report	Lead Officer / Next Steps
	BUDGET	Martin Flitcroft

4 March 2019	Report	Lead Officer / Next Steps
Council Strategy Performance Reports Q3		Liz Gingell

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8 April 2019	Report	Lead Officer / Next Steps