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16 December 2022

EXECUTIVE

A meeting of the **Executive** will be held on **Tuesday, 3rd January, 2023** in the **Buckland Athletic Football Club, Kingskerswell Rd, Newton Abbot, TQ12 5JU** at **10.00 am**

PHIL SHEARS
Managing Director

Membership:

Councillors Connett (Leader), Dewhirst (Deputy Leader), J Hook, Keeling, Jeffries, Nutley, Purser, Taylor and Wrigley

Please Note: Filming is permitted during Committee meeting with the exception where there are confidential or exempt items, which may need to be considered in the absence of the press and public. By entering the meeting room you are consenting to being filmed.

AGENDA

Part I

1. **Apologies for absence**
2. **Minutes** (Pages 5 - 6)
To approve and sign the minutes of the meeting held on 6 December 2022.
3. **Declarations of Interest**
4. **Public Questions**
Members of the Public may ask questions of the Leader or an Executive Member. A maximum period of 15 minutes will be allowed with a maximum of period of three minutes per questioner.

5. **Executive Forward Plan**

To note forthcoming decisions anticipated [on the Executive Forward Plan](#)

6. **For Information - Waivers**

The following waivers were approved:

Additional work required from Azets to implement recommendations and develop policies for cyber security governance review for East Devon, Exeter, Teignbridge Councils and Strata. Value : £34665 (£8666.25 each Council)

Direct appointment of Ignite Consultancy to assist with the implementation of the Council's new operating model. Value : £26,400

7. **Initial budget proposals 2023/24 to 2025/26 including council tax base** (Pages 7 - 64)

8. **Council Tax Premiums** (Pages 65 - 78)

9. **Planning Enforcement Task and Finish Group - recommendation from Overview and Scrutiny Committee (2)** (Pages 79 - 106)

10. **Notice of Motion from Cllr Bullivant - lasting memorial to the late Queen Elizabeth II and acknowledges the accession of King Charles III**

The following motion on a lasting memorial to the late Queen Elizabeth II and acknowledging the accession of King Charles III has been presented by Cllr Bullivant and supported by Cllrs Jeffrey, Kerswell, Purser, Russell and Thorne to Council on 29 November 2022 and deferred to the Executive for consideration.

That this Council creates a lasting memorial to our late Queen Elizabeth II and acknowledges the accession of King Charles III by planting two trees (trees of appropriate size and type) in prominent and appropriate locations within the grounds of Old Forde House. One tree to the memory of Queen Elizabeth and one tree to commemorate the accession of King Charles.

Also, that all District Councillors are invited to meet the cost of acquiring and planting the trees through a contribution from their individual community funds.

Part II: Item suggested for discussion with the press and public excluded

11. **Local Government (Access to Information) Act 1985 - Exclusion of Press and Public**

RECOMMENDED that under Section 100(A)(4) of the Local Government Act 1972, the Press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

12. Teignmouth Rugby Club Lease Proposals

(Pages 107 -
110)

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EXECUTIVE

6 DECEMBER 2022

Present:

Cllrs Connett (Leader), Dewhirst (Deputy Leader), J Hook, Keeling, Purser, Taylor and Wrigley

Apologies:

Cllrs Jeffries and Nutley

Cllrs in attendance:

Cllrs J and L Petherick

Officers in Attendance:

Democratic Services Team Leader & Deputy Monitoring Officer
Head of Place & Commercial Services
Service Lead for Revenue, Benefits and Customer Support
Managing Director

These decisions will take effect from 10.00 a.m. on 13 December 2022 unless called-in or identified as urgent in the minute

63. MINUTES

The minutes of the meeting held on 1 November 2022 were agreed as a correct record and signed by the Chair.

64. DECLARATIONS OF INTEREST

Cllr Wrigley declared a registrable interest in respect of minute no.68 - Contribution to Dawlish Town Council towards new play park at Manor Gardens, Dawlish -as he was a Member of Dawlish Town Council and would not take part in the debate or vote on the item.

Cllr Taylor declared a registrable interest in respect of minute no.68 - Contribution to Dawlish Town Council towards new play park at Manor Gardens, Dawlish -as he was a Member of Dawlish Town Council and would not take part in the debate or vote on the matter on the item.

Cllr J Petherick declared a registrable interest in respect of minute no.68 - Contribution to Dawlish Town Council towards new play park at Manor Gardens, Dawlish. He would not be speaking on the item.

Cllr L Petherick declared a registrable interest in respect of minute no.68 - Contribution to Dawlish Town Council towards new play park at Manor Gardens, Dawlish. She would not be speaking on the item.

65. EXECUTIVE FORWARD PLAN

RESOLVED that the Forward Plan be noted.

66. COUNCIL TAX REDUCTION SCHEME 2023-24

The Executive Member for Corporate Resources presented the report which sought support for the Council Tax Reduction scheme for year 2023-24.

The report proposed no change to the current Council Tax Reduction Scheme (CTR) itself but highlights the need to uplift the income thresholds within the bands to reflect any annual uprating in primary benefits. This would protect claimants from any loss of CTR support. The scheme made provision for an uplift to be applied where appropriate.

RECOMMENDED to Council that the Council Tax Reduction Scheme (attached as Appendix A) be adopted for the year 2023-24 with the income amounts uprated in line with any annual uprating in primary benefits.

The vote was unanimous.

67. CONTRIBUTION TOWARDS NEW PLAY PARK AT MANOR GARDENS, DAWLISH

Cllrs Taylor and Wrigley left the meeting area for consideration of this item.

The Executive Member for Corporate Services presented the report to seek approval for the use of money secured through Section 106 obligations as a contribution towards a new play park at the Manor Gardens, Dawlish.

RESOLVED that the use of £143,000 from Section 106 funding for use in the creation of a new play park at the Manor Gardens, Dawlish be approved.

The vote was unanimous.

The meeting started at 10.01 am and finished at 10.24 am.

Chair

**Teignbridge District Council
Executive
3 January 2023
Part i**

INITIAL FINANCIAL PLAN PROPOSALS 2023/24 TO 2025/26

Purpose of Report

To consider the initial financial plan proposals 2023/24 to 2025/26 to be published for comments over the next six weeks

Recommendation(s)

The Executive Committee is recommended to resolve:

- (1) That comments be invited on these budget proposals**

The Executive Committee recommends that Council resolves:

To approve the council tax base of 50,215 for 2023/24 at appendix 2

Financial Implications

The financial implications are contained throughout the report. The main purpose being to formulate the initial budget proposals for both revenue and capital budgets and medium term financial plan covering the years 2022/23 to 2025/26.

Martin Flitcroft – Chief Finance Officer

Tel: 01626 215246 Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

The Executive is required under the budget and policy framework procedure rules in the constitution (section 7(a) and 7 (b)) to agree and recommend a budget to Council each year. See section 9 of the report.

Martin Flitcroft – Chief Finance Officer

Tel: 01626 215246 Email: martin.flitcroft@teignbridge.gov.uk

Risk Assessment

The risks involved in not setting a balanced budget are highlighted throughout the report. The major risks are in 3.9, 4.13, 4.15 and 4.26 with reference to uncertainties

as to income projections following the pandemic and economic conditions, future funding – particularly business rates retention and New Homes Bonus and if an alternative funding stream to replace New Homes Bonus is provided when this is scrapped. A programme of identifying savings or increased income is required to meet the budget gaps for future years if additional funding is not provided from Government.

Martin Flitcroft – Chief Finance Officer
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Environmental/ Climate Change Implications

The revenue budget supports the funding of a Climate Change Officer and associated revenue budget and capital projects are highlighted which contribute towards our climate change objectives in appendix 6 – capital programme. Additional temporary staffing resources are proposed within the revenue budget to assist with the implementation of various works to meet our climate change aspirations.

David Eaton – Environmental Protection Manager
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Report Author

Martin Flitcroft – Chief Finance Officer
Tel: 01626 215246 Email: martin.flitcroft@teignbridge.gov.uk

Executive Member

Councillor Richard Keeling – Executive Member for Resources

Appendices/Background Papers

App 1 – Budget timetable 2023/24
App 2 – Recommended council tax base 2023/24
App 3 – Council tax calculator 2023/24
App 4 – Summary revenue plan 2022/23 onwards
App 5 – Fees and charges summary
App 6 – Capital programme
App 7 – Financial Plan 2023 - 2028
Budget and settlement files
The Constitution

1. PURPOSE

- 1.1 To consider the initial financial plan proposals 2023/24 to 2025/26 to be published for comments over the next six weeks.

- 1.2** These proposals include draft revenue and capital budgets for the three years 2023/24 to 2025/26. The main issues taken into account are:
- The level of council tax and the proposal to increase it by £5.54 or 2.99%.
 - Providing a one-off cost of living payment of £5.54 to households liable to pay council tax on their main home on 1 April 2023 in 2023/24
 - Reducing central funding and the need to make ongoing efficiencies using invest to save where possible.
 - Maintaining 100% council tax support
 - The ongoing impact of post pandemic activity and economic conditions on income streams and changing Government funding.
 - Continuing to react to the climate change emergency by maintaining ongoing budgets for a climate change officer and associated spending, temporary staffing resources in revenue and provision in the capital programme, including ongoing provisions for corporate decarbonisation schemes as per 5.5.
 - A £2 million provision for employment sites funded by borrowing.
 - Provision for an Emergency Planning officer
 - Temporary funds for a Scrutiny Officer to assist Members with the Scrutiny function and working groups; appointment of a Digital transformation manager and other temporary resources for facilitating the Modern 25 work.
 - Support for housing including the Teignbridge 100 (see 5.3) whilst backing business and bringing people and organisations together for local neighbourhood planning.
 - Infrastructure delivery plan investment funded by community infrastructure levy (CIL) and external sources where available; continuation of grant-funded South West Regional Coastal Monitoring Programme as per 5.6.
 - Town centre investment in infrastructure and employment as per 5.7
 - Re-establishing revenue contributions to capital initially at £300,000 per annum
 - Continuation of enhanced Planning funding
 - Councillors community fund set at £1,000 each
 - Provision of £20,000 for year 2 of the 'Tidy Teignbridge' initiatives to improve cleanliness for town and parish councils
 - Paying £500,000 off our pension deficit liability to reduce on going contributions
 - The level of reserves necessary for the council as per 4.22
 - Estimated revenue budget gap of £3.6 million in 2025/26 and ongoing gaps (before use of remaining earmarked reserves) and action required to address this including establishing working groups to inform Overview & Scrutiny on work to reduce the gap (see 4.26).
- 1.3** To consider the proposed council tax base 2023/24 to recommend for Council approval on 12 January 2023 as shown at appendix 2.

2. SUMMARY

- 2.1** Recent budgets have taken account of reducing government grant over the period of the last comprehensive spending review. At the time of writing this report we are awaiting the provisional local government finance settlement for 2023/24 which according to the policy statement issued on 12 December is a settlement for one year with some clarification of funding for year two (2024/25). It is assumed that the Lower tier services grant is eliminated to help fund the announcement of a 3% funding increase guarantee grant and the new grant introduced this year - 'Services Grant' - provided for all local authorities – will be reduced to claw back funding for the national insurance contributions increase that was reversed. The allocation for Teignbridge is estimated to reduce to £0.177 million from £0.234 million this year. New Homes Bonus (NHB) is extended for one more year but with no legacy payments. Council tax thresholds are increased to the higher of 3% or above £5 (see 4.5 for full explanation). 100% business rates retention was promised in earlier consultations but with the transfer in of some funding obligations. Government had suggested introducing 75% business rates retention however this appears to be scrapped now as part of the levelling up agenda. We will continue to work as a Business rates pool with the rest of Devon. Receipt of revenue support grant ended in 2018/19 and new homes bonus legacy payments were reduced. The reduction was from 6 years to 5 years in 2017/18 and then to 4 years from 2018/19. An initial baseline reduction of 0.4% was also set for 2017/18 reducing the Bonus further. No further modifications were made in 2018/19 through to 2022/23. For 2023/24 New Homes Bonus continues for a further year. Government had indicated its intention to cease New Homes Bonus in future years with further consultation to take place next year about any future replacement. See also 4.15 below.
- 2.2** We have benefitted from previous savings plans and restructuring efficiencies are still producing cost reductions. This budget also benefits from the Strata partnership and savings made. We are in the second year of 'Better 2022' as part of the recovery plan to identify savings through service reviews following the successful Business Efficiency Service Transition (BEST) 2020 reviews and Business Challenge in earlier years.
- 2.3** The economy still remains turbulent due to fallout from the pandemic and the uncertainties continue about future demand, supply and outcomes now that we have left the European Union and recessionary economic conditions and cost of living impacts. Teignbridge saw significant losses in income – in particular from fees and charges, rental income has also seen significant reductions. Some good recovery has taken place in specific income streams but still below pre pandemic projections.

The budget proposals include a one off payment of £5.54 to households liable to pay council tax on their main home. This is to support residents with the cost of living crisis that is impacting on all of us. This could cost in the region of £330,000 plus administration costs.

- 2.4** General increases in most off street parking charges are proposed to cover inflation and in particular the continuing higher business rates from the revaluation which mainly falls on car parking (see also 4.3 below).
- 2.5** The second year funding of the Tidy Teignbridge' initiative is included at a budget of £20,000 to deal with street cleansing for towns and parishes.
- 2.6** Business rates are revalued nationally. There is transitional relief so that reductions and increases will take five years to work through. Our on-going investment in Newton Abbot will enhance its vitality and viability and improve access to and within the town centre.
- 2.7** The capital programme to 2025/26 includes infrastructure delivery plan projects, which are vital to the development and accessibility of the area, funded by CIL and external sources where available. The investment in housing continues including the significant provision for social and affordable housing (The Teignbridge 100) and investment in efficient heating systems and other support measures such as disabled facilities. There are provisions for spending on climate related schemes, including a provision for the second phase of decarbonisation at Broadmeadow Sports Centre. An application has been made for partial grant funding under Phase 3b of the Public Sector Decarbonisation Scheme. This follows successful bids in relation to Forde House and initial schemes at Newton Abbot Leisure Centre, Broadmeadow Sports Centre and Teignmouth Lido. The main aim of the capital programme is to reduce our impact on climate change and become carbon neutral, create more affordable homes and jobs. Significant provisions have also been included for town centre investment, including the Future High Streets Fund schemes, and employment infrastructure to help stimulate growth in the local economy and ensure it is an attractive and well-connected environment for local businesses. Prudential borrowing supports a number of projects where a good return on capital can be demonstrated. The South West Regional Coastal Monitoring Programme continues, fully funded from Environment Agency grant.

3. BACKGROUND

- 3.1** The budget and policy framework procedure rules in the Constitution set out the process for developing annual budgets and their approval by Council. Thus there is a budget timetable in the Executive forward plan which includes Overview and Scrutiny 1 and 2 consideration of the financial plan proposals. The detailed **timetable** is shown at **appendix 1**. The Council is responsible for the adoption of its budget including approving the appropriate level of council tax.
- 3.2** Previous budgets took account of reductions in government grant. An ambitious programme of **savings** was identified reducing costs and increasing income. **Revenue support grant** was cut by £1.0 million in 2015/16, just under an additional £0.9 million in 2016/17 and a further reduction of £0.75 million in 2017/18. In 2018/19 the reduction was just under £0.5 million leaving

revenue support grant at just under £0.4 million. We received nothing in 2019/20 and thereafter.

- 3.3** Covid 19 is likely to continue to impact on income streams in future years. The Government provided support for losses from sales, fees and charges for the first three months of 2021/22 and a further tranche of general grant funding but that has now ceased and nothing further has been provided. Capital schemes providing positive net income have also been reflected within the medium term financial plan.
- 3.4** **Better 2022** incorporating review of Business Plans remains one of the options for exploring reduction in budgets and also to evaluate the pressures of investment that might be required to deliver those savings. The savings that can be made have been built into the budgetary figures.
- 3.5** Our ten year Strategy takes us to 2030. This sets the tone for contributing to civic life and ensuring public services focus on 'place and person' while remaining accountable, fair and value for money. At the heart are the Teignbridge Ten overarching projects that guide our activities, where we focus our resources and how we shape services to deliver real progress for the district.
- 3.6** There are no proposed amendments to the council tax support scheme. The scheme already makes provision for an uplift in income band thresholds so we can protect claimants from receiving reduced levels of support as a result of an uplift in their state benefits if necessary. A budget survey was planned and has been put on the website and publicised to encourage feedback. In particular it will be brought to the attention of **businesses**, the residents' panel and Teignbridge relationship groups.
- 3.7** The current council tax for Teignbridge is £185.17 per year for an average band D property. The 2022/23 **tax base** or effective number of properties for calculating council tax income is 49,633. Thus current year council tax income for the district is estimated at £9.2 million as shown in **appendix 2 - the recommended council tax base 2023/24**. A table of values for various increases in council tax is shown at **appendix 3 - the council tax calculator**.
- 3.8** Of the current total average annual £2,166.85 council tax collected per property, Teignbridge keeps 9% or just over £3.56 per week for its services. 72% goes to County, 11% to the Police, 4% to the Fire Authority and 4% to parishes and towns for their local precepts.
- 3.9** Significant government funding and cost changes affecting us for current and future years are as follows:

Pay increases for current and future years. A one year deal to employees as tabled by the National Employers for Local Government Services for 2022/23 for a flat rate of £1,925 has been agreed and is built into the current year's salary budgets. There is no agreed increase for next year however an assumption of 2% for next year and thereafter had been built into the financial

plan proposals last year. With further increases to the minimum wage and cost of living pressures likely to continue the assumption has been increased to 3% for 2023/24 and dropping back to 2% for 2024/25 and thereafter. The actuarial valuation of the Devon pension fund for 31 March 2019 required increased employers contributions from the Employer over the next three years. We reduced this cost by upfront payments. The actuarial valuation for 31 March 2022 has increased the primary employers contribution rate by 3% to 19.6% from 1 April 2023. These extra costs are partly offset by a reduction in our past deficit contributions (secondary rate) which reduce next year by £196,520. £80,000 of this reduction is due to paying off £1 million of the deficit in 2022/23. We also propose repaying a further £500,000 in 2023/24 to reduce the overall deficit, drive down the past deficit contributions and provide returns which have been utilized to support the cost of living payment in 2023/24;

The continuing uncertainty on reforms to New Homes Bonus paying only legacy payments reducing receipts and the proposal to potentially cease New Homes Bonus after 2023/24 or 2024/25 and whether there will be an alternative source of housing funding and what that level of funding will be going forward;

The outcome of any future consultation on the changes to business rates. A delayed reset of the baselines for the business rates retention scheme to 2025/26 and the impact on the business rates retained for 2025/26 and thereafter.

Additional staffing and running costs to maintain delivery of the refuse and recycling service. This includes the recent approval to increases in pay for this service using market forces.

Emergency planning post – following a review of the Councils response into the Covid 19 pandemic it was identified that there was a lack of resilience to deliver the Council's response. In terms of our ability to meet our responsibilities in a major incident or emergency, this is not a sustainable solution and there is not sufficient capacity to undertake all the outstanding tasks in a timely manner. The post would have specific responsibilities to deliver the outstanding work and embed training and exercising into the organization as well as support existing trained officers in responding to emergencies.

Other budget pressures anticipated and included are for the impacts of inflationary pressures and general activity levels. Any other gap can be met by use of earmarked reserves (with any additional shortfall in year being investigated and further savings being made in year).

- 3.10** The Executive has had three **monitoring** reports this financial year on 4 July, 4 October, and 1 November 2022. These have updated current year budgets and also future year forecasts.

4. REVENUE FINANCIAL PLAN

- 4.1** **Appendix 4** to this report is the draft budget scenario for the next three years. The effects of budget variations in 2022/23 already approved by Executive and Full Council are included. Future savings expected from the Strata partnership have been fed into the plan.

- 4.2** Proposed **fees and charges** draft income totals for each service are shown at **appendix 5**. Detailed recommended fees and charges will be available on the website early in January via the members' newsletter. There are general changes for most charges to reflect significant inflationary increases in costs for these services with some areas being altered to reflect better alignment to cost recovery and/or comparable charges/market rates elsewhere. Charges at Newton Abbot indoor and outdoor market continue to be frozen after having been reduced previously. Leisure membership fees and pre application planning charges have also been frozen.
- 4.3** Changes to car parking charges are mainly inflationary and again to cover increases in costs due to inflation. This will also help towards increases in card payment charges and rates increases arising from the revaluations that mostly affects car parks. The main changes have been to increase charges generally across the majority of car parks including permits. Car parking will continue to be free after 6 pm.
- 4.4** The successful opt in green waste subscription has seen an increase in customers over the past year. At Full Council on 29 November 2022 approval was given to increase the charge to £55 in 2023/24. The fee continues to be below the national average and the increase is to help towards the increased costs of the drivers salaries.
- 4.5** The **Localism Act** introduced the power for the Secretary of State to set principles each year under which council tax increases are determined as excessive. This can apply to Teignbridge, County, Fire, Police, or towns and parishes. For the current year limits are to continue to be set for all but towns and parishes with a referendum being triggered if districts had an increase of 3% and above, AND above £5.
- 4.6** In all such cases Teignbridge has to make the arrangements to hold a **local referendum** for residents. Costs can be recovered from the relevant precepting authority. The Government has previously expected town and parish councils to demonstrate restraint when setting precept increases. They will be looking for clear evidence of how the sector is responding to this challenge, mitigating increases by the use of reserves where they are not earmarked for other purposes or for 'invest to save' projects which will lower ongoing costs. The policy statement issued on 12 December 2022 again confirmed there would be no restrictions for towns or parishes.
- 4.7** The extra income from any increase in **council tax** is shown at **appendix 3** and this additional amount would be recurring in future years. The proposal is to increase council tax in Teignbridge by 2.99% or £5.54 to £190.71. **This is the annual charge for an average band D property and the increase equates to less than 11p a week. A 2.99% increase has been assumed for 2024/25 and 2025/26. The band A equivalent increase for 2023/24 is £3.69 which equates to just over 7p per week.**

The Teignbridge element of the council tax bill goes towards funding the services we provide. We recycle your household waste, take away your rubbish, clean your streets, make sure your food is safe, work with others to reduce crime, decide planning applications, create and attract new jobs, consider licensing applications, support people in need with housing and council tax reduction schemes, and support voluntary organisations.

We work with a whole range of organisations to do things such as support public transport and greener travel – for example cycle routes, protect the environment, look after your street signs, administer council tax for over 64,000 households, look after homeless families, work with partners to provide housing, deliver new jobs and bring prosperity to our beautiful area.

We organise elections, improve housing conditions for vulnerable households, promote better energy efficiency, deal with stray dogs, graffiti and fly-tipping; provide renovation grants for unfit properties, deal with noise complaints, provide car parks, check out bonfire nuisances among many others.

In one way or another, the work we do looks after more than 134,000 people across 260 square miles of land, stretching from the moor to the sea.

- 4.8** Council tax **freeze grants** have ceased with the last one being received in 2015/16. This was equivalent to a 1% increase in council tax but assumed no council tax support reduction so amounted to £78,000.
- 4.9** **Settlement funding** of business rates retention baseline to the Council from Government is £3.4 million for the current year.
- 4.10** We had a **four year funding deal** which ended in 2019/20 and one year settlements for 2020/21, 2021/22 and 2022/23. We will now receive a one year settlement for 2023/24 and some clarity for elements of 2024/25 - the historic and current year figures are shown in the table below:

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
	£million	£million	£million	£million	£million	£million
Revenue support grant	0.847	0.000	0.000	0.000	0.000	0.000
Rates baseline funding	3.169	3.685	3.339	3.394	3.394	3.394
New homes bonus	3.436	2.917	2.614	2.244	1.485	1.270
Main grant	7.452	6.602	5.953	5.638	4.879	4.664
Cash reduction in year		-0.850	-0.649	-0.315	-0.759	-0.215

Percentage reduction in year		-11%	-10%	-5%	-13%	-4%
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The table shows the cash reductions of £0.9 million in 2018/19, £0.6 million in 2019/20, £0.3 million in 2020/21, £0.8 million in 2021/22 and £0.2 million in 2022/23. At the time of writing this report we await the provisional settlement numbers specifically for Teignbridge but anticipate a further loss of £0.9 million in 2023/24 due to losses in New Homes Bonus and legacy payments. Percentage reductions are approximately 50% in total over the six years. Main grant funding had reduced by one third by 2019/20 when compared to 2013/14 when rates retention and council tax support started and continues to drop. Revenue support grant has also reduced from £4.5 million to zero over the same period to 2019/20. Uncertainty exists for 2025/26 when the delayed proposed reset of the baseline is likely to occur, reducing gains established from growth and altering business rates retention.

- 4.11** The **business rates retention** 50% funding system started on 1 April 2013. Rules for charging and rateable values are still set nationally by Government and the Valuation Office respectively. The system includes top ups, tariffs, levies and safety nets. The latter is to protect income to some extent within overall reducing national funding levels. The system is more complicated as Government has introduced small and rural business rates relief. The cost of this through loss of rates retention income to Teignbridge is generally covered by separate specific grant.
- 4.12** Within Devon it has been beneficial for authorities to form a **rates pool** to avoid any payment of levy from Devon to the Government. With historic assumptions of moderate business growth in the area significant savings have been achieved increasing over the years. The pool also spreads the risk of any business downturn in an authority over all members of the pool and encourages economic prosperity across authority boundaries. The Devon pool became a 100% business rate pilot for 2018/19 following its successful submission and reverted back to a rates pool thereafter. It is anticipated that whilst business rates income may stall/decline going forward the benefits of being in a pool for 2023/24 still exist and so an application for this has been submitted.
- 4.13** Teignbridge's position is better than the rates baseline because of estimated growth in business rates. We have also gained from pooling and this has been shown together with previous growth in the revenue summary as estimated rates retention and pooling gain. 100% rates retention was originally promised by 2020 but with the transfer in of some funding responsibilities and the share of the total for districts could have been reduced. Levies would cease but there may still be some opportunity for pooling of risk. Leaving the European Union and now Covid 19 appeared to have initially delayed the roll out of any eventual 100% business rates retention and a reset of baselines in 2023/24 which has now been postponed and likely to be 2025/26 and will have a negative impact on funding levels. Previous settlements suggest that the initial move to 75% business rates

retention is not to be pursued or the eventual 100% retention as a result of the levelling up agenda so we await the outcome of how the funding changes and any correspondence or consultation will be explored in the next twelve months.

- 4.14 New homes bonus** is also part of core funding and is top sliced from settlement grant. It is based on additional property brought into occupation in the previous year with a higher amount for affordable housing. Teignbridge is estimated to receive £0.4 million for 2023/24.
- 4.15** Government reformed the new homes bonus reducing the length of payments from 6 years to 4 years. Since these original reforms payments were reduced further by elimination of any legacy payments and funding is for one year only. Government had intimated that it will cease New Homes Bonus after 2021/22 and replace with an alternative source of Housing funding. The spending review delay has allowed New Homes Bonus to continue for at least one further year in 2023/24 and probably 2024/25 and to review and cease this funding in future years. No details are available to clarify what this will mean in terms of future funding and whether it will provide similar funding levels to that received under New Homes Bonus or nothing at all. Government had allowed it freedom to change the baseline for 2023/24 however in the policy statement this will be left unaltered at 0.4%.
- 4.16** Council tax benefit was replaced by **council tax support** from 1 April 2013. As the support reduces the tax base there is less council tax income for county, fire, police, and towns & parishes. The cost was around 90% funded by government grant initially but then transferred into main grant and not identified separately. The 10% shortfall was covered at Teignbridge, in the first year by one minor change to benefit, technical reforms, and use of transitional grant.
- 4.17** In 2020/21 the council tax benefit scheme changes moved us to an income banded scheme due to the existing scheme not being compatible with the roll out of Universal Credit and with the aim to simplify administration and support the most vulnerable. In 2021/22 the minor change was to ensure claimants are protected from any adverse impacts to the Council tax reduction scheme arising from measures introduced by the Government to support claimants through the Covid 19 crisis and ensures no additional cost to the scheme, preserving entitlement at original levels. No major changes to the scheme were made for 2022/23 apart from amending the income threshold for claimants in Band 1 to protect existing claimants currently receiving 100% within this band from receiving a reduction in support to 75% as a result of receiving a small increase in state benefits. For 2023/24 the proposed changes are only for a potential uplift in income bands to accommodate any increases in primary benefits.
- 4.18** Teignbridge currently receives £295,000 for administering **housing benefit** and £158,000 for council tax support. **Universal Credit** started for Teignbridge from 9 November 2015 for new single job seekers and we went live with the full service in September 2018. There has been specific help from

the department for work and pensions in connection with the transition but the current funding agreement ended in 2017. The main grant funding has been assumed to continue in future years.

- 4.19** The statutory minimum **National Living Wage** increased to £9.50 in April 2022 and will be £10.42 in April 2023. Continued exploration of apprenticeships and training will be encouraged to utilize available apprenticeship levy funding.
- 4.20** The **actuarial valuation** of the **Devon pension fund** effective from 1 April 2020 set Teignbridge contributions for future years. These were made up of a basic amount which increased from 14.6% to 16.6% for future service accrual plus an increasing cash sum to reduce the past service deficit. The amended cash sum payment started in 2020/21 at £1,254,000 increasing to £1,347,000 for 2022/23. We agreed to pay the past deficit contributions up-front to obtain a significant discount of 4.5%. The future service accrual contributions are now increasing from 16.6% to 19.6% from 1 April 2023 however the past service deficit contributions have decreased to £1,090,000 in 2023/24, £1,140,000 in 2024/25 and £1,180,000 in 2025/26. We are also planning to pay £500,000 off the pension deficit liability in 2023/24. This will generate further savings in future year's past service deficit payments and supports the cost of living payment of £5.54.
- 4.21** Forecasts of investment income receivable have increased over the last year. The Bank of England's monetary policy committee raised base rate for the eighth consecutive meeting in November 2022 to 3.00%. It stated that while the committee was willing to act forcefully by raising rates further to deal with inflationary pressures, it anticipated that the peak of interest rates (expected during the second half of 2023) may be at lower levels than previously forecast. Current forecasts indicate this may be at around 4.5%, after which rates are expected to fall.

Forecast investment income for the current year is £765,678 with an average daily lend of £41.5 million to the end of November 2022. This represents an average interest rate of 1.33% to the end of November. The average SONIA (Sterling Overnight Index Average) rate as published on the first of each month for April to November is 1.35%, so this is in line with benchmark expectations. It is forecast that Teignbridge's average rate for the year will be 1.88%.

It is anticipated that Council balances available for investment in 2023/24 will be lower due to capital expenditure and the repayment of government grants. Based on the forecast rates above and estimated projected cash-flows, investment income is expected to rise in 2023/24 to £1,004,500. This is dependent on the progress of capital projects and other cash-flow influences such as receipt of government grants and developer contributions, all of which are subject to change. Investment income is then forecast to fall to around £393,000 in 2024/25 as both interest rates and amounts available for investment reduce.

Over the last year, the Council has made use of its internal balances to rule out the need for external borrowing. With an underlying need to borrow (Capital Financing Requirement) of £20.1 million at the beginning of 2022/23 (estimated to be £21.1million by the end of the year) and assuming a combination of Public Works Loans Board (PWLB) 10-year and 25-annuity loans (adjusting for lost investment interest at 1.88%), this represents interest saved of around £449,000.

The PWLB has revised its borrowing conditions and CIPFA has revised its guidance so that loans are not available to finance investments which are primarily for financial yield.

- 4.22** The latest professional guidance on **reserves** issued in November 2008 recommends a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing and a contingency to cushion the impact of unexpected events or emergencies. Earmarked reserves can also be built up to meet known or predicted requirements. Teignbridge operates with a low level of reserves compared to many districts and will look to utilize earmarked reserves to balance any funding gaps in the medium term financial plan as appropriate. It is proposed that general reserves increase to £2.3 million.
- 4.23** There are no known significant contingent liabilities, provision has been made for other smaller potential liabilities. The current funding regime including rates retention, new homes bonus and council tax support carries a risk for us of likely more volatility in resources. We are more reliant on income generated from our own fees and charges as government funding reduces and some ongoing reduction in income in 2022/23 since the pandemic has created significant uncertainty on likely income receivable for the foreseeable future and predicting trends.
- 4.24** The Audit Commission December 2012 report 'Striking a balance' stated that reserves are an essential part of good financial management. They help councils cope with unpredictable financial pressures and plan for their future spending commitments. The proposed budget recommends general reserves to increase slightly to £2.3 million being 14.1% of the net revenue budget in 2022/23 and 13.3% in 2023/24. This equates to 12.6% and 14.6% in the two subsequent years. General reserves are held to accommodate continuing future uncertainties and increasing reliance on generating our own income.
- 4.25** Historically the **Executive** has **authority** to exceed the approved overall revenue budget by up to £100,000 from general reserves to meet unexpected expenditure within the year. The aim is to replenish the reserves in the same year by making compensating savings as soon as possible. It is recommended to maintain this allowance at £100,000 for future years. All other decisions with regard to budgetary change will be approved by reference to virement rules in the financial instructions.

- 4.26** In conclusion these budget proposals show how Teignbridge can start to prepare for the grant reductions, anticipated funding regime changes and some losses in income due to the pandemic by continuing to make savings and generate income. **The revenue budget is mainly funded over the medium term by savings found, additional income and principally from use of earmarked reserves built up to cover anticipated future reductions in funding however significant work is still required to identify the significant budget gaps which arise as shown in appendix 4 and will be ongoing. The budget gap has worsened and is £3.6 million in 2025/26 before using earmarked reserves (line 14) built up to support the reduced funding. This is due to the additional pressures already mentioned above.** There may be a bigger budget gap if an alternative housing funding is not forthcoming or lower than the assumptions made. **The Chief Finance Officer (CFO) has a statutory duty to balance the budget each year and if this is not achievable at some point in the future it may be necessary for the CFO to issue a s114 notice.** Right to buy receipts cease after 2024 increasing funding pressures on the capital programme. Exploration of suggestions from the Better 2022 process and service plan reviews have been incorporated into future budgets. Further suggestions including the work with Ignite will be worked up and costed to deliver savings to move towards balancing future budget years from 2025/26 alongside the ongoing investigation into commercial investment opportunities, alternative service delivery plans and review of our existing assets and their use. **The budget deficit for 2025/26 is likely to continue into future years and Members will be updated on progress with funding reforms/further Government funding /savings to determine how the funding gap can be closed in conjunction with work carried out by Overview & Scrutiny 1 and 2 work on specific areas of the budget. It is recommended that Overview & Scrutiny working groups be established to look at specific areas of the budget (following approval) with a work plan to support meeting the budget gap.**

The budget papers also include **Appendix 7** for approval at Full Council – the **Financial Plan 2023 to 2028**. The purpose of the plan is to define how the Council will structure and manage its finances over the next five years in order to deliver services and deliver savings, provide information around key funding streams, the inter relationship between revenue and capital and establish and adopt some key principles and proposals to be followed and worked through over the next two years via the work plan involving Overview & Scrutiny 1 and 2.

- 4.27** These proposals include a £5.54 band D increase in council tax next year and 2.99% in subsequent years and substantial capital investment over the next three years. They will be publicised and comments brought back to the Executive in February before making the final budget recommendation to Council for 21 February 2023.

5. CAPITAL PROGRAMME

- 5.1** The programme is partly funded by sales of assets. Community Infrastructure Levy, Section 106 and grant from the Housing Infrastructure Fund is anticipated to fund the infrastructure plan. Contributions from revenue have been re-introduced at £300,000 per annum initially from 2023/24 increasing to £500,000 in future years.
- 5.2** Government subsidy for housing disabled facilities grants through Better Care funding (received via Devon County Council) is assumed to continue at £1.25 million per annum. £1.5 million has been received in 2022/23, with the majority invested in grants towards the provision of disabled facilities and energy improvements. There is £0.48 million budgeted over the remainder of 2022/23 towards Warm Homes Fund and Green Homes Fund schemes, funded from government grant.
- 5.3** A provision of £8.5 million has been made over three years for Phase 1 of the Teignbridge 100 housing scheme for affordable and social housing. This is in accordance with the priority Actions outlined in the Council Strategy for delivering affordable and social housing, whether through direct delivery or working with developers and housing associations. This is in addition to work already completed, delivering 7 units of housing allocated to local applicants in housing need at Drake Road and Well House, East Street, Newton Abbot and more recently, shared housing and rough sleeper accommodation schemes. In addition, a scheme to acquire 4 homes in Chudleigh for social rent is anticipated to be complete by the end of 2022/23. The pipeline covers a range of urban and rural sites, including the Dartmoor National Park. Houses, apartments and bungalows are included and scheme sizes range from 2 to 30.

Figures and timing are indicative and represent current estimates for the remainder of Phase 1 of the Teignbridge 100 projects. Live and approved projects are listed separately. The aim is to deliver the full programme over time, with pipeline projects being brought forward for approval in due course as details are firmed up. Schemes can move up and down the priorities pipeline depending on a number of factors, including planning constraints and affordability. Estimated construction costs are based on a desktop study carried out by an experienced local housing company, with assumptions being updated as more detailed work is carried out. Funding is assumed to be a combination of Homes England grant, capital receipts (including right to buy receipts estimated at £0.6 million for 2022/23 and £0.6 million per annum thereafter, ceasing in 2024) section 106 for affordable housing and borrowing. Discussions continue with housing providers over the method of delivery.

In relation to the previously approved custom-build housing scheme at Houghton Barton, an additional £0.6 million of ring-fenced central government grant funding has been received to enable delivery.

A £0.3 million provision is also made for a custom self-build scheme in Dawlish, for which a successful grant bid has been made. A report will come forwards in due course once due diligence has reached an appropriate stage.

A provisional budget line of £0.03 million has been added to the programme for periodic capital expense in relation to Teignbridge's social housing portfolio, for example replacement roofs, fabric improvements and replacement fixtures and fittings. Projects will be brought forward for approval as they occur. Funding is from revenue contributions to capital. Any surplus income from the properties will be earmarked for this purpose.

5.4 The infrastructure delivery plan investment over the next few years contributes to:

- Improvements to the A382 – £2.6 million in 2022/23, with a provision for a further £0.9 million in 2023/24 making a total contribution since 2020/21 of £6.0 million, funded from CIL. £0.5 million was contributed towards the Jetty Marsh link road in 2022/23, with a further £0.5 million provision for South West Exeter transport and £1.5 million provision for transport hubs and public transport, all funded from CIL.
- £4.6 million budgeted towards Dawlish link road and bridge between 2022/23 and 2023/24, funded from government grant, with a provision for £1.3 million to be funded from CIL.
- Provision for Education in the wider Teignbridge area of £9.1 million, funded from community infrastructure levy.
- Provision for further acquisition, instatement and endowment of green spaces (including contributions towards habitat mitigation and wildlife) of £5.6 million over the remainder of 2022/23 and following three years. This is funded from Housing Infrastructure funding via Devon County Council and developer contributions.
- Sports and leisure provision of £3.4 million over the next 3 years, including Powderham, Newton Abbot, Prince Rupert Way, Heathfield and other play area refurbishments. There is an additional £0.14 million contribution approved in 2022/23 towards Manor Gardens play area in Dawlish. Work continues on understanding the requirements to improve leisure provision post-Covid. Provisions are included for refurbishments at Broadmeadow sports centre and Dawlish leisure centre. These will be the subject of separate reports as business cases are developed.
- Heart of Teignbridge, coastal and other cycle provision is £1.7 million over three years, including £0.5 million towards the Levelling Up Fund bid in relation to the Torbay to Newton Abbot cycle route.

5.5 Following successful bids for grant funding under the Public Sector Decarbonisation Scheme for Forde House offices, Newton Abbot Leisure Centre, Broadmeadow Sports Centre and Teignmouth Lido, a further provision of £1.3 million is included for a third phase application. This relates

to further measures at Broadmeadow Sports Centre, including fabric improvements, insulation and installation of an air source heat pump. A grant application has been made. The project will be subject to due diligence and a business case, with a report being brought forward in due course.

In relation to the Forde House offices decarbonisation and agile working project, work progresses and is anticipated to be completed in 2023/24. The project delivers a modern working environment for flexible working as well as up to 92% carbon emissions reduction at the site compared to 2018/19. The original budget approved by Full Council on 4 May 2021 of £3.04 million was revised to take into account the programming of other planned works which would have taken place in the near future. This was to take advantage of economies of scale (e.g. scaffolding costs) and inevitable disruption associated with this project. Following the original contractor going into administration, an alternative contractor was secured. The tender costs reflected inflationary pressures, labour and supply chain shortages and an extended construction period, with subsequent increases to project management fees and the contractor's preliminaries and margins. The current approved budget is £4.4 million as reported at Full Council on 28 April 2022, funded from a combination of grant, capital receipts, revenue contributions from the repairs and maintenance budget and borrowing. The combination will be dependent on the outcome of the Forde House ground floor letting opportunity and the business case will be reviewed once this is known. Risks remain around potential extensions of time to the contract and variations around provisional sums within the project scope. Monitoring continues in conjunction with cost scrutiny and project management provided by specialist consultants.

For projects not covered by grant funding, a further £1.3 million provision over three years has been made for investment in carbon reduction measures covering the Authority's Scope 1 & 2 carbon footprint as part of the ongoing Carbon Action Plan, which is being developed by the Climate Change Officer. Likely provisions will target emissions arising from the Authority's vehicle fleet and top 15 sites by carbon emissions; provisions are likely to include: fleet electric vehicle charging infrastructure, fleet electric vehicles, onsite renewable energy generation, renewable energy power purchase agreements, thermal fabric improvements and energy efficiency improvements.

A provision of £4 million over three years is also made towards strategic energy infrastructure and low carbon, funded from CIL.

- 5.6** The South West Regional Coastal Monitoring Programme (SWRCMP) is the largest of the National Coastal Monitoring Programmes in England, encompassing 2,450 km of coast between Portland Bill in Dorset and Beachley Point on the border with Wales. It is 100% funded by the Environment Agency. Since its inception in 2006 Teignbridge District Council have acted as the lead authority for the region. The Programme collects a multitude of coastal monitoring data, including topographic beach survey data, bathymetric data, LiDAR, aerial photography and habitat mapping and has a

wave buoy and tide gauge network around the South West coast. The data feeds into a long term dataset showing changes to the beaches and coastline of the South West. It ensures that all Coastal Protection Authorities have the evidence to better understand the processes affecting the coast ensuring that coastal defence schemes are designed based on reliable information. In 2023/24 the programme will enter the third year of the current 6 year phase.

- 5.7** There is a £2 million provision for employment sites, funded from borrowing and developer contributions where applicable. It is anticipated this will be spent on schemes on council owned land, either to invest in new assets or to enhance and make best use of those already available. This will encourage new and existing businesses to set up, move in and stay in the area. The aim is to create better paid jobs and business expansion for a more resilient local economy. Where people can both work and spend leisure time locally, carbon emissions are also reduced. Individual projects will come back to committee as appropriate as business cases are developed.

£19.6 million is included for town centre investment, including the Future High Streets Fund schemes to help stimulate growth in the local economy and ensure it is an attractive and well-connected environment for local businesses. This is funded from a combination of £9 million government grant, £0.3 million CIL and other external contributions, with the balance from prudential borrowing.

£0.54 million is included over 2022/23 and 2023/24 for the creation of additional car parking at George Street, Teignmouth.

- 5.8** £0.27 million is included for a new financial management system between 2022/23 and 2024/25, which is required to meet the changing demands for financial information, reports and support. The new solution will create efficiencies and have enhanced reporting capabilities allowing managers to access financial information themselves.

There is also a further £0.5 million in provisions for IT infrastructure projects, software upgrades and applications to enable more effective, digital ways of working. These items will be brought with business cases for approval in due course.

6. COUNCIL TAX BASE 2023/24

- 6.1** The **council tax base** is the estimated number of band D equivalent properties in the district for next year less a small allowance for likely collection losses. The details are shown at section 1 of **appendix 2**. The council tax for each of District, County, Fire, Police and towns/parishes multiplied by the base gives the income or precept which the district pays to each authority. The District is responsible for collecting council tax.

- 6.2** The estimate for next year must be based on information available on the 30 November. It has to be approved by Council which is planned for 12 January

2023 and notified to the major preceptors - County, Fire and Police between 1 December 2022 and 31 January 2023. Similarly towns and parishes also need the base for their area to calculate their council tax from their precept.

- 6.3** The initial data is extracted from the council tax records. This includes the deduction for council tax support which reduces the base. Finally an estimate is made of the growth in the number of dwellings to 2023/24 based on recent history and this has been calculated at 1%. Thus a total of 51,292.3 is the estimated number of band D properties for next year.
- 6.4** A collection rate of 97.9% has been assumed giving 50,215 for 2023/24. For Teignbridge this base means that at the current council tax level of £185.17 just under £9.3 million of income would be generated next year. This is 1.2% or £108,000 more than in the current year. Estimated 2023/24 income for all preceptors is shown at **appendix 2**, section 2 based on the current council tax.
- 6.5** All the council tax income goes into a collection account from which the precepts are paid. As the income is estimated a surplus or deficit can arise which has to be notified and shared out between the District, County, Fire and Police. The district has to pay for any deficit or take any surplus relating to the towns and parishes. The aim is to minimise balances on the account.
- 6.6** Teignbridge has to estimate the surplus or deficit on the council tax collection fund on 15 January each year for the following budget year. A surplus of £1.0 million is currently estimated which has to be shared between the major preceptors in 2023/24 as per their current precepts. The District share is £125,545 allocated to next year's budget as shown in line 18 of appendix 4. Surpluses or deficits arise due to a number of factors including variations to previous year's assumptions in relation to the number of new houses built, the banding of these properties, the number claiming council tax support, collection rates, discounts, bad debts and provisions in relation thereto.

7. GROUPS CONSULTED

- 7.1** County, Fire and Police and the public are consulted about any changes to the council tax support scheme. 16 December 2022 marks the start of the publication period which includes Overview and Scrutiny meetings on 10 January and 2 February 2023. Parishes and town councils will also be advised of these financial proposals with meetings on 15 December 2022 and 19 January 2023.
- 7.2** A budget survey is planned which will be put on the website and publicised to encourage feedback. In particular it will be brought to the attention of businesses, the residents' panel and Teignbridge relationship groups. Responses will be reported to members for consideration with the final budget proposals by Executive on 7 February 2023 and by Council on 21 February 2023.

8. TIME-SCALE

The financial plan covers the years 2022/23 to 2025/26. Final consideration of the budget by Council is due on 21 February 2023. At that time the council tax resolution is also approved which covers the total council tax including County, Fire, Police and towns & parishes.

9. LEGAL / JUSTIFICATION

The Executive is required under the budget and policy framework procedure rules in the constitution (section 7 (a) and 7 (b)) to agree and recommend a budget to Council each year.

10. DATE OF IMPLEMENTATION (CONFIRMATION OF DECISION SUBJECT TO CALL-IN)

Call in does not apply as the final budget recommendations will be considered for approval by Council on 21 February 2023.

Budget timetable 2023/24

	October	November	December	January	February
Government (Chancellor) Autumn Spending Round Statement		17th			
Provisional local government settlement			19th		
Town/parish initial budget/precept meeting			15th		
Executive papers sent out - initial budget proposals			16th		
Start of formal six weeks consultation period			16th		
Budget survey emailed to businesses			16th		
Executive - agree initial financial plan proposals including council tax base				3rd	
Overview & Scrutiny 1 & 2 - consider Executive's financial plan				10th	
Council - approve council tax base				12th	
Town/parish follow up budget/precept meeting				19th	
Final settlement expected				31st	
Deadline for business rates retention estimate to government, county and fire				31st	
Police and Crime Panel consider precept and approve				27th	
Overview & Scrutiny 1 & 2 - consider Executive's final financial proposals					2nd
Executive - agree final financial plan proposals, including budget monitoring					7th
County Cabinet 10.30am budget meeting					10th
Devon County Council 2.15pm - set county precept and council tax					16th
Fire Authority - set fire precept and council tax					15th
Council meeting - consider financial proposals and council tax resolution					21st
Reserve county budget meeting 10.30 am if required					21st
Close council tax accounts and start bills print unless delayed if council tax not set					23rd
Reserve Council budget meeting if required					23rd

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Section 1

Council Tax Base adjustment for Council Tax Support (CTS) and estimated growth						
	Estimated 23/24 Band D Number	22/23 Council Tax £	Estimated Income £	Estimated Collection Rate %	Estimated Net Income £	Estimated 23/24 Base
Full band D at November 2022	55,646.6	2,166.85	120,577,840			
less CTS at November 2022	<u>-4,862.1</u>	2,166.85	<u>-10,535,440</u>			
Starting point based on Nov 2022	50,784.5		110,042,400			
Anticipated growth at 1%	507.8	2,166.85	1,100,330			
Total (rounded)	51,292.3	2,166.85	111,142,730	97.9%	108,808,370	50,215

Section 2

2023/24 Expected Council Tax (CT) Income at Current Council Tax Levels compared with 2022/23				
Preceptor	Estimated CT Base Number	22/23 Council Tax £	Expected income £	
2023/24 expected income (rounded)				
Towns and parishes	50,215	86.87	4,362,180	
District	50,215	185.17	9,298,310	
County	50,215	1,556.46	78,157,640	
Fire	50,215	91.79	4,609,230	
Police	50,215	246.56	12,381,010	
Total (rounded) shows a 1.2% increase in expected income		2,166.85	108,808,370	
2022/23 expected income (rounded)				
Towns and parishes	49,633	86.87	4,311,620	
District	49,633	185.17	9,190,540	
County	49,633	1,556.46	77,251,780	
Fire	49,633	91.79	4,555,810	
Police	49,633	246.56	12,237,510	
Total (rounded)		2,166.85	107,547,260	

To show the extra Council Tax in 2023/24 that would be collected for varying increases by percentage and value.

Teignbridge Band D Council Tax 2022/23 (excluding parish precepts) £185.17
 Approved Council Tax Base 2023/24 (at 97.9% collection rate) [a] 50,215

Varying increases in Council Tax for 2023/24			Total Band D Council Tax 2023/24	Increase in Council Tax income for 2023/24	[b] Total Council Tax income 2023/24
%	Per Year £	Per Week £	Per Year £	Per Year £	Per Year £
0.00	0.00	0.00	185.17	0	9,298,310
				No council tax freeze grant	0
				Total income	9,298,310
0.29	0.53	0.01	185.70	26,620	9,324,930
0.54	1.00	0.02	186.17	50,220	9,348,530
1.00	1.85	0.04	187.02	92,900	9,391,210
1.08	2.00	0.04	187.17	100,430	9,398,740
1.44	2.67	0.05	187.84	134,080	9,432,390
1.62	3.00	0.06	188.17	150,650	9,448,960
1.99	3.68	0.07	188.85	184,790	9,483,100
2.16	4.00	0.08	189.17	200,860	9,499,170
2.70	5.00	0.10	190.17	251,080	9,549,390
2.99	5.54	0.11	190.71	278,190	9,576,500

Note:

- [a] Council Tax Base of 50,215 for 2023/24 approved by Council on 12 January 2023
- [b] Total Council Tax income is calculated by multiplying the Band D Council Tax by the recommended Council Tax Base of 50,215
- [c] No council tax freeze grant. Referendum limit proposed by government as higher of 3% or above £5 for Band D.

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Revenue Budget Summary

Appendix 4

Revenue Budget	2022-23 Forecast	2022-23 Latest	2023-24 Forecast	2024-25 Forecast	2025-26 Forecast
	£	£	£	£	£
EXPENDITURE					
1 Employees	22,445,940	22,438,550	24,516,600	23,922,780	24,332,960
2 Property	5,054,490	5,255,250	5,721,740	5,862,500	6,011,530
3 Services & supplies	5,593,190	7,069,120	6,903,820	6,459,240	6,576,240
4 Grant payments	21,606,120	22,086,170	19,182,450	17,182,450	15,182,450
5 Transport	811,440	869,760	1,060,110	1,076,440	1,094,410
6 Leasing & capital charges	1,692,160	1,495,820	1,497,950	1,538,540	1,897,350
7 Contributions to capital	0	303,860	300,000	500,000	500,000
8 Total expenditure	57,203,340	59,518,530	59,182,670	56,541,950	55,594,940
INCOME					
9 Sales	-581,450	-1,476,730	-1,467,900	-1,511,940	-1,557,300
10 Fees & charges	-10,280,900	-10,181,250	-10,801,830	-11,233,900	-11,683,260
11 Grants - income	-21,868,660	-22,744,760	-19,624,970	-17,624,970	-15,624,970
12 Property income	-3,100,730	-3,329,990	-3,343,710	-3,476,990	-3,670,200
13 Other income & recharges	-2,621,940	-4,186,540	-4,098,780	-3,603,740	-3,660,350
14 Transfer from (-) / to earmarked reserves	-2,644,030	-1,499,950	-2,518,910	-770,450	-3,607,350
15 Total income	-41,097,710	-43,419,220	-41,856,100	-38,221,990	-39,803,430
16 Total net service cost	16,105,630	16,099,310	17,326,570	18,319,960	15,791,510
Funding					
17 Council tax	-9,190,540	-9,190,540	-9,576,500	-10,061,470	-10,465,930
18 Council tax/community charge surplus(-) / deficit	-62,310	-62,310	-125,550	0	0
19 Revenue support grant	0	0	0	0	0
20 Rates baseline funding / returned funding	-3,393,800	-3,393,800	-3,522,800	-3,783,970	-4,715,000
21 Estimated rates retention and pooling gain	-1,752,200	-1,986,200	-2,446,200	-2,748,000	-160,000
22 New homes bonus	-1,270,200	-1,270,200	-402,940	-402,940	0
23 Alternative housing funding	0	0	0	0	-400,000
24 Other grants	-436,580	-436,580	-1,252,580	-1,323,580	-50,580
25 Budget gap (-) to be found	0	0	0	0	0
26 Total funding	-16,105,630	-16,339,630	-17,326,570	-18,319,960	-15,791,510
27 -Surplus/shortfall	0	-240,320	0	0	0
28 General reserves at end of year	2,059,681	2,300,001	2,300,001	2,300,001	2,300,001
29 General reserves as % of net revenue budget	12.8%	14.1%	13.3%	12.6%	14.6%













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**Draft Proposed Fees and Charges
Income 2023/24**







Appendix 5

Service	Actual 2021/22 £	Probable 2022/23 £	Proposed 2023/24 £	Dept Total 2023/24 £	Department
Building Control	- 976,622	- 1,084,730	- 1,181,410	- 1,181,410	Building Control
Land Charges	- 245,111	- 212,000	- 229,000		
Planning	- 685,909	- 836,250	- 835,000		
Planning Admin	- 1,354	- 2,050	- 4,500		
Street Naming	- 8,139	- 6,740	- 7,340	- 1,075,840	Development Management
Livestock Market	- 3,897	- 2,590	- 2,590		
Old Forde house	- 3,807	- 9,000	- 9,000		
Retail Market	- 61,015	- 86,540	- 45,080	- 56,670	Economy
Electoral Registration	- 2,047	- 2,160	- 2,160	- 2,160	Electoral Services
Dog Control	- 997	- 200	- 200		
Health & Food Safety	- 1,787	- 6,760	- 6,900		
Health Licence Fees	- 16,542	- 22,340	- 22,650		
Litter Clearance	- 3,350	- 6,770	- 4,740		
Nuisance Parking	-	-	-		
Private Water Supply Sampling	- 45	-	-	- 34,490	Environmental Health
Amenity & Conservation Sites	- 764	- 2,310	- 2,310		
Cemetery Fees	- 154,340	- 166,320	- 174,630		
Shaldon Golf	- 44,993	- 71,300	- 71,300		
Sports Pitches	- 7,911	- 19,350	- 19,450	- 267,690	Green Spaces & Active Leisure
Housing	- 3,780	- 1,380	- 14,520	- 14,520	Housing
Legal Fees	- 40,617	- 45,800	- 40,200	- 40,200	Legal
Broadmeadow Sports Centre	- 9,273	- 46,430	- 70,410		
Dawlish Leisure Centre	- 28,771	- 189,840	- 193,270		
Leisure Memberships	- 225,426	- 953,320	- 1,097,330		
Newton Abbot Leisure Centre	- 47,195	- 452,300	- 459,460		
Outdoor Pools	-	-	- 40,840	- 1,861,310	Leisure
Gambling Act 2005	- 18,576	- 22,650	- 22,650		
Hackney Carriage	- 47,376	- 69,780	- 73,680		
Licensing Act 2003	- 117,970	- 131,560	- 134,480	- 230,810	Licensing
Car Parks	- 2,457,611	- 4,196,730	- 4,372,540	- 4,372,540	Parking
Beach huts	810	- 14,920	- 12,510		
Boat Storage	- 14,905	- 4,180	- 4,180		
Leisure Events	-	-	-	- 16,690	Resorts
Council Tax	- 80,529	- 137,500	- 137,500	- 137,500	Revenues & Benefits
Local Development Framework	- 0	- 50	- 50	- 50	Spatial Planning
Abandoned Vehicles	574	-	-		
Commercial Waste / Household Refuse	- 1,079,418	- 1,368,990	- 1,501,540		
Composting	- 83	- 50	- 50		
Toilets for Disabled	- 54	- 110	- 110		
Vehicle Workshop	- 8,618	- 8,250	- 8,250	- 1,509,950	Waste, Recycling & Cleansing
Grand Totals	- 6,397,448	- 10,181,250	- 10,801,830	- 10,801,830	




**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2022-23 to 2025-26**

Code /bid no.	Asset/Service Area	Description	Provision ?	C/f ?	26,577	19,510	38,410	29,787	14,961	Council Strategy	
					ORIGINAL	LATEST	LATEST	LATEST	LATEST		
					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET		
					2022-23	2022-23	2023-24	2024-25	2025-26		
					£'000	£'000	£'000	£'000	£'000		
(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)							
KL1	Broadband	Contribution to Superfast Broadband subject to procurement arrangements (RS) (2024/25) No subject to satisfactory assurances of funds being spent within Teignbridge area.	No		250	-		250		6. Investing in prosperity	
Provision	Broadmeadow Sports Centre	Provision for Broadmeadow Sports Centre Improvement Plan (S106/BC).	Yes			-		838	837	8. Out and about and active	
KF1	Broadmeadow Sports Centre	 Replacement roof (S106,CIL)	No	C	✓	-	76			8. Out and about and active	
KF2	Broadmeadow Sports Centre	Sports Hall Floor (S106)	No	C			113			8. Out and about and active	
KY5	Climate Change	 Carbon reduction projects (CR)	No		✓	-	168			10. Action on climate	
KY6	Climate Change	 Forde House Decarbonisation and Flexible Working Arrangements (GG,CR,PB,RS)	No		✓	1,690	2,526	1,000		10. Action on climate	
Provision	Climate Change	 Provision for Carbon Action Plan (PB)	Yes			378		439	439	10. Action on climate	
Provision	Climate Change	 Provision for Broadmeadow Sports Centre Decarbonisation Phase 2 (GG, PB, S106, RS)	Yes			1,000		200	1,100	10. Action on climate	
Provision	Climate Change	 Energy infrastructure and low carbon (CIL)	Yes					2,000		2,000	10. Action on climate
KY7	Climate Change	 Leisure Site Measures (GG)	No		✓		841			10. Action on climate	
KR1	Coastal Monitoring	SW Regional Coastal Monitoring Programme. (GG,EC)	No		✓	1,998	2,564	1,879	1,210	1,674	9. Strong communities
KR5	Coastal Monitoring	Coastal asset review: project management support (GG)	No		✓	29	29				9. Strong communities
KR6	Coastal Monitoring	Coastal asset review (GG)	No		✓	259	259				9. Strong communities
Provision	Cycle paths	 Teign Estuary Trail (CIL)	Yes								7. Moving up a gear
Provision	Cycle paths	 Provision for Other cycling (CIL)	Yes		✓	170	450	250	250	250	7. Moving up a gear
Provision	Cycle paths	 Dawlish/Teignmouth Cycle Schemes (CIL)	Yes		✓	200	-	205	200		7. Moving up a gear
Provision	Cycle paths	 Heart of Teignbridge Cycle Provision (CIL)	Yes		✓			90			7. Moving up a gear
KX7	Dawlish	Dawlish link road and bridge (GG)	No		✓	549	373	4,253			7. Moving up a gear
Provision	Dawlish	Dawlish link road and bridge (CIL)	Yes					1,300			7. Moving up a gear
Provision	Dawlish Leisure Centre	Provision for Dawlish Leisure Centre Improvement Plan (S106,BC).	Yes						661	660	8. Out and about and active
KG3	Dawlish	Sandy Lane Clubhouse (RS)	No	C			27				8. Out and about and active
KP2	Decoy	Grill replacement (S106, RS)	No	C			15				9. Strong communities
Provision	Habitat Regulations	Provision for Habitat Regulations infrastructure measures (CIL)	Yes		✓	337	337	88	88	88	4. Great places to live & work
Provision	Heart of Teignbridge: Employment	Provision for employment sites (BC: Prudential Borrowing)	Yes					2,000			6. Investing in prosperity
KL2	Heart of Teignbridge: Employment	Newton Abbot employment land feasibility (BC: Prudential Borrowing)	No		✓		17				6. Investing in prosperity
KX8	Heart of Teignbridge	A382 Improvements (CIL)	No	C		2,600	2,600				7. Moving up a gear
Provision	Heart of Teignbridge	A382 Improvements (CIL)	Yes					900			7. Moving up a gear
KX0	Heart of Teignbridge	Jetty Marsh Link Road (CIL)	No	C		600	500				7. Moving up a gear
KW1	Heart of Teignbridge	 Levelling up Cycling Routes (CIL)	Not if bid successful					250	250		7. Moving up a gear
KW8	Heart of Teignbridge	Houghton Barton land (EC)	No		✓	-	52				4. Great places to live & work


**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2022-23 to 2025-26**

Code /bid no.	Asset/Service Area	Description	Provision ?	C/f ?	26,577	19,510	38,410	29,787	14,961	Council Strategy
					ORIGINAL	LATEST	LATEST	LATEST	LATEST	
					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
					2022-23	2022-23	2023-24	2024-25	2025-26	
					£'000	£'000	£'000	£'000	£'000	
(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)						
KW8	Heart of Teignbridge	Houghton Barton land (GG)	No	√	-	-	585	-	-	4. Great places to live & work
KW4	Heart of Teignbridge	Mineral Rights (S106)	No	√	-	-	85	-	-	4. Great places to live & work
JW/JV	Housing	Discretionary - Disrepair Loans & Grants (CR)	No		24	24	24	24	24	1. A roof over our heads
JW/JV	Housing	Better Care-funded grants re: Housing loans and grants policy, including Disabled Facilities (GG)	No	√	1,250	1,923	1,250	1,250	1,250	1. A roof over our heads
JV7	Housing	 Warm Homes Fund (Park Homes) (GG)	No	√	127	75	-	-	-	1. A roof over our heads
JV3	Housing	 Warm Homes Fund (Category 1 Gas and Category 2 Air Source Heat Pumps) (GG)	No	√	994	400	-	-	-	1. A roof over our heads
JV2	Housing	 Green Homes Fund (GG)	No	√	-	180	-	-	-	1. A roof over our heads
JY3	Housing	Teign Housing: Widecombe in the Moor (GG)	No	√	-	24	71	-	-	1. A roof over our heads
JY3	Housing	 Additional Social Housing in Newton Abbot (East St) (CR, RS, GG, BC: Prudential Borrowing, S106)	No	C √	-	43	-	-	-	1. A roof over our heads
JX1 - JX4	Housing	 Teignbridge 100: Social/Affordable Housing Chudleigh (S106, GG, CR, PB)	No		-	1,024	-	-	-	1. A roof over our heads
Provision	Housing	 Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106): Phase 1	Yes		4,261	-	4,001	4,260	-	1. A roof over our heads
JX5	Housing	Teignbridge 100: Social/Affordable housing - Sherborne House (CR)	No		-	260	-	-	-	1. A roof over our heads
JY4	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Dawlish Shared Housing	No	√	-	153	-	-	-	1. A roof over our heads
JY1	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Dawlish Rough Sleeper Accommodation	No	√	-	125	-	-	-	1. A roof over our heads
JY2	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Rough Sleeper Accommodation	No	√	-	10	-	-	-	1. A roof over our heads
JY6	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Newton Abbot Rough Sleeper Accommodation	No	√	-	136	-	-	-	1. A roof over our heads
JY9	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Dawlish Rough Sleeper Accommodation	No		-	182	-	-	-	1. A roof over our heads
JY5	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Teignmouth Rough Sleeper Accommodation	No		-	130	-	-	-	1. A roof over our heads
Provision	Housing	Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Rough Sleeper Accommodation	Yes	√	-	96	-	-	-	1. A roof over our heads
Provision	Housing	Orchard Lane, Dawlish (GG)	Yes		275	-	275	-	-	1. A roof over our heads
Provision	Housing	Social Housing Capital Replacements (Roofs/Fabric improvements/Heating/Furniture, fixtures & fittings etc) (RS)	Yes		-	-	30	30	30	1. A roof over our heads
KV3	IT - Corporate	Mobile devices (CR)	No	C	-	11	-	-	-	Vital, Viable Council
KV4	IT - Customer Services	Customer Portal (CR)	No	C √	6	-	-	-	-	Vital, Viable Council
KV6	IT - Strata	GIS, Wi-fi (RS)	No	C	-	12	-	-	-	Vital, Viable Council
KV7	IT - Planning	Planning system improvements (CR)	No	√	-	29	-	-	-	Vital, Viable Council
KV8	IT - Capital contribution	Ongoing contributions towards Strata (CR)	No		41	41	41	41	41	Vital, Viable Council
KU1	IT - Capital contribution	SAN replacement (CR)	No		137	137	-	-	-	Vital, Viable Council
KU2	IT - Capital contribution	Data Centre Relocation (CR)	No		27	-	-	27	-	Vital, Viable Council
KU3	IT - Capital contribution	NCSC Zero Trust (CR)	No		41	-	25	-	-	Vital, Viable Council
KU4	IT - Capital contribution	System upgrade costs - 2012 server replacement (CR)	No		27	27	-	-	-	Vital, Viable Council
KU5	IT - Capital contribution	Office 365 (CR)	No		27	27	-	-	-	Vital, Viable Council

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2022-23 to 2025-26**

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Code /bid no.	Asset/Service Area	Description	Provision ?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	LATEST	Council Strategy
					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
					2022-23	2022-23	2023-24	2024-25	2025-26	
					£'000	£'000	£'000	£'000	£'000	
					(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	
KV9	IT - Finance	Provision for Finance Convergence (CR)	No	√	247	89	89	89		Vital, Viable Council
Provision	IT - Property and Assets	SaM improvements (CR)	Yes		25			25		Vital, Viable Council
Provision	IT - communications	PSTN migrations (CR)	Yes				15			Vital, Viable Council
Provision	IT - Corporate	Anticipated Software Upgrade Costs 2023-2025 (CR)	Yes				22	11		Vital, Viable Council
Provision	IT - Corporate	Microsoft Power Apps (CR)	Yes				100			Vital, Viable Council
Provision	IT - Revenue & Benefits	Civica Open Revenues License (RS)	Yes				175			Vital, Viable Council
KU6	IT - Housing	Homelessness System Replacement (RS)	No				10			1. A roof over our heads
KF3	IT - Leisure	Leisure Gate Access (S106)	No			100				8. Out and about and active
KG4	Newton Abbot	 3G artificial playing pitch, Coach Road, Newton Abbot (CR)	No	√		34				8. Out and about and active
Provision	Newton Abbot Leisure Centre	Provision for Newton Abbot Leisure Centre Improvement Plan (S106;CR) (2028-31)	Yes							8. Out and about and active
KF5	Newton Abbot Leisure Centre	Newton Abbot Leisure Centre Gym Equipment (CR,S106)	No	√	40	176	40	40	40	8. Out and about and active
KL8	Newton Abbot Town Centre Regeneration	Newton Abbot Town Centre Improvements (GG)	No		400	400				3. Going to town
KX1	Newton Abbot Town Centre Regeneration	Halcyon Rd (BC:Prudential Borrowing)	No	√			6,375			3. Going to town
KL9	Newton Abbot Town Centre Regeneration	Cattle Market Enabling Works (CR)	No	√			200			3. Going to town
KL7	Newton Abbot Town Centre Regeneration	Bradley Lane Enabling Works (CR)	No	√		32				3. Going to town
KX2	Newton Abbot Town Centre Regeneration	Sherborne House: town centre regeneration/Social Housing (BC: Prudential Borrowing)	No		200	-				3. Going to town
KO3	Newton Abbot Town Centre	Future High Street Fund project: Market Improvements (GG, BC: Prudential Borrowing)	No	√	335	182	2,149	1,535		3. Going to town
KO2	Newton Abbot Town Centre	 Future High Street Fund project: Gateway to the Town Centre and Queen Street (GG, CIL, No EC)	No	√	657	286	453			3. Going to town
KO1	Newton Abbot Town Centre	 Future High Street Fund project: National Cycle Network Improvements (GG, CIL)	No	C √		119	-	-		3. Going to town
KO4	Newton Abbot Town Centre	Future High Street Fund project: Cinema development (GG, BC: Prudential Borrowing)	No	√	5,429	279	4,669	2,834		3. Going to town
KG5	Open Spaces	Courtenay Park band stand roof refurbishment (RS)	No	C √		22				4. Great places to live & work
KW5	Open Spaces	Girl bunting land (S106)	No	√	146	211	146	81		4. Great places to live & work
KJ1	Play area equipment/refurb	Provision for Dawlish play space flagship provision (S106)	No	√	75	143				8. Out and about and active
Provision	Play area equipment/refurb	Provision for Powderham Newton Abbot play space equipment and wider park improvements (S106, EC)	Yes					100		8. Out and about and active
KJ5	Play area equipment/refurb	Ashburton Rd, Newton Abbot play area (S106)	No		150	150				8. Out and about and active
KJ7	Play area equipment/refurb	Clifford Park, Kingsteignton (S106)	No			34				8. Out and about and active
KJ9	Play area equipment/refurb	Den, Teignmouth play area overhaul (S106/CIL)	No	C	280	283				8. Out and about and active
KJ6	Play area equipment/refurb	Furlong Close, Buckfastleigh (CR)	No	√			28			8. Out and about and active
Provision	Play area equipment/refurb	Prince Rupert Way, Heathfield (S106)	Yes				40			8. Out and about and active

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2022-23 to 2025-26**

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Code /bid no.	Asset/Service Area	Description	Provision ?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	LATEST	Council Strategy
					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
					2022-23	2022-23	2023-24	2024-25	2025-26	
					£'000	£'000	£'000	£'000	£'000	
					(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	
Provision	Play area equipment/refurb	Provision for Teignbridge-funded play area refurb/equipment (CR)	Yes		86		86			8. Out and about and active
KB1	SANGS/Open Spaces	SANGS land purchase (South West Exeter) (GG)	No	√	128	130	345			4. Great places to live & work
KB1	SANGS/Open Spaces	SANGS instatement (South West Exeter) (GG)	No	√	100	196	200	60		4. Great places to live & work
KB1	SANGS/Open Spaces	SANGS endowment (South West Exeter) (GG)	No		457	-	560		410	4. Great places to live & work
Provision	SANGS/Open Spaces	New Countryside Parks (CIL)	Yes						3,000	4. Great places to live & work
Provision	South West Exeter	 Provision for South West Exeter Transport (CIL)	Yes					500		7. Moving up a gear
Provision	Teignbridge	Provision for Education (CIL)	Yes					5,000	4,050	4. Great places to live & work
KX5	Teignmouth Town Centre	George Street Car Park (CR)	No			60	480			3. Going to town
KR2	Teignmouth	Beach Management Plan (GG)	No	√		25	82			9. Strong communities
KP1	Teignmouth	Eastcliff drainage improvements (RS)	No			38				9. Strong communities
KL5	Teignmouth	Den temporary toilets enabling (RS)	No	C		43				9. Strong communities
Provision	Transport	Transport Hubs and Public Transport (CIL)	Yes				750	750		7. Moving up a gear
Provision	Waste Management	Provision for Bulking Station - replace telehandlers 2028-31 (RS)	Yes							2. Clean scene
Provision	Waste Management	Provision for Bulking Station - replace Sortline (CR)	Yes		175	-		175		2. Clean scene
KT2	Waste Management	Replace Sortline Conveyor (RS)	No	C		27				2. Clean scene
Provision	Waste Management	Provision for additional Waste vehicles (PB)	Yes		200	200				2. Clean scene
KS1	Waste Management	 Provision for Waste vehicles (PB)	No					7,509		2. Clean scene
KT1	Waste Management	Waste fleet IC100 units (RS)	No			62				2. Clean scene
Provision	Waste Management	Provision for replacement card baler (2028) (CR)	Yes							2. Clean scene
KS0	Waste Management	Purchase of Wheeled Bins (CR,RS)	No		150	173	155	160	168	2. Clean scene
					26,577	19,510	38,410	29,787	14,961	

TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2022-23 to 2025-26

Code /bid no.	Asset/Service Area	Description	Provision ?	C/f ?	26,577	19,510	38,410	29,787	14,961	Council Strategy
					ORIGINAL	LATEST	LATEST	LATEST	LATEST	
					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
					2022-23	2022-23	2023-24	2024-25	2025-26	
£'000	£'000	£'000	£'000	£'000						
					(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	

FUNDING									
GENERAL									
Capital Receipts Unapplied - Brought forward					(2,033)	(2,341)	(1,714)	(678)	(149)
Revenue Contributions Reserve - Brought forward					-	(1,350)	(587)	(483)	(105)
Budgeted Revenue Contribution					-	-	(300)	(500)	(500)
Capital Receipts - Anticipated					-	(1,095)	-	-	-
Additional specific Revenue Contributions from Repairs & Maintenance/other budgets towards planned works eg. decarbonisation; additional waste containers.					(250)	(304)	(145)	(145)	-
Revenue Contributions Reserve - revenue support.						131	38	153	38
Balance of Revenue Contributions Reserve - carried forward						587	588	105	327
Government Grants					(9,659)	(5,895)	(14,583)	(2,712)	(2,084)
S106					(477)	(1,099)	(526)	(417)	(40)
Other External Contributions					(163)	(10)	-	-	-
Community Infrastructure Levy					(4,162)	(4,246)	(5,833)	(7,038)	(9,388)
Capital Receipts Unapplied - Carried forward					508	1,714	678	149	149
Business cases: Prudential borrowing					(3,411)	(817)	(10,406)	(12,687)	(1,935)
HOUSING									
Capital Receipts Unapplied - Brought forward					(2,782)	(3,330)	(3,669)	(2,536)	(1,282)
Capital Receipts - Anticipated					(50)	(56)	(141)	(20)	(20)
Capital Receipts - Right to Buy					(600)	(600)	-	-	-
Business Cases Funding and other government					(3,165)	(3,146)	(2,121)	(1,775)	(1,250)
S106					(464)	(1,062)	(464)	(464)	-
Other External Contributions					-	-	-	-	-
Internal or Prudential Borrowing					(2,021)	(260)	(1,761)	(2,021)	-
Capital Receipts Unapplied - Carried forward					2,152	3,669	2,536	1,282	1,278
TOTAL FUNDING					(26,577)	(19,510)	(38,410)	(29,787)	(14,961)

Programme Funding									
All Revenue contributions					(250)	(936)	(405)	(870)	(240)
Capital Receipts					(2,805)	(2,039)	(2,311)	(1,803)	(24)
Section 106					(941)	(2,161)	(990)	(881)	(40)
Other External Contribution					(163)	(10)	-	-	-
Grant					(12,824)	(9,041)	(16,704)	(4,487)	(3,334)
Community Infrastructure Levy					(4,162)	(4,246)	(5,833)	(7,038)	(9,388)
Business cases: Prudential borrowing					(5,432)	(1,077)	(12,167)	(14,708)	(1,935)
Total					(26,577)	(19,510)	(38,410)	(29,787)	(14,961)
Balance of capital receipts					(2,660)	(5,388)	(3,214)	(1,432)	(1,428)

Key:

- EC - External Contributions
- GG - Government Grant
- CR - Capital Receipt
- RS - Revenue Savings
- BC - Business Case
- PB - Prudential Borrowing
- C - project complete. Where this relates to payment of a contribution, indicates contribution has been paid.
- * - Provisional scheme, pending full approval



Climate Change project

Bold

Denotes a change in the programme

Summary of expenditure by strategic priority					
1. A roof over our heads	6,931	4,785	5,661	5,564	1,304
2. Clean scene	525	462	155	7,844	168
3. Going to town	7,021	1,358	14,326	4,369	-
4. Great places to live & work	1,168	948	2,009	5,229	7,548
5. Health at the heart	-	-	-	-	-
6. Investing in prosperity	250	17	2,000	250	-
7. Moving up a gear	4,119	3,923	7,998	1,950	250
8. Out and about and active	631	1,136	194	1,639	1,537
9. Strong communities	2,286	2,973	1,961	1,210	1,674
10. Action on climate	3,068	3,535	3,639	1,539	2,439
Vital, Viable Council	578	373	467	193	41
Totals	26,577	19,510	38,410	29,787	14,961

TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2022-23 to 2025-26

Code /bid no.	Asset/Service Area	Description	Provision ?	C/f ?	26,577	19,510	38,410	29,787	14,961	Council Strategy
					ORIGINAL	LATEST	LATEST	LATEST	LATEST	
					BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
					2022-23	2022-23	2023-24	2024-25	2025-26	
					£'000	£'000	£'000	£'000	£'000	
					(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	(Inc Fees)	



Teignbridge District Council

Financial Plan

2023 to 2028

1. About this Plan

Our Financial Plan looks at the position of the revenue budget and considers the General Fund ¹ position in terms of general reserves and earmarked reserves and the Capital Programme ² and the inter-relationship between the two.

The purpose of this Plan is to define how the Council will structure and manage its finances over the next five years in order to deliver services to residents and support the objectives detailed within the Council Plan.

The Financial Plan also links with other key plans and documents of the Council including Service Plans, Asset Management and Disposal policies, the Digital Strategy we are developing, Procurement and Treasury Management. Input will also be provided through the Overview & Scrutiny Committees review of budget priority and savings work and the Council's Senior Leadership Team.

The Financial Plan comprises of two parts;

➤ **Part 1 - The Medium Term Financial Plan (MTFP)** *(page 3)*

This is a key element of the budget setting process. The MTFP provides a financial model and forecast of the cost of providing services over a rolling five year period, together with an estimate of the financial resources that are likely to be available to the Council. The process is designed to provide an early warning of any potential deficit in the required level of resources and interaction with earmarked reserves if available to smooth funding where appropriate.

As well as considering the revenue implications and the General Fund balance, the MTFP also reviews the affordability of the Council's capital investment programme, matching forecast funding against planned capital spending over a five year horizon. The capital programme is easier to control as individual schemes can be approved or not by Council to match resources available. Clearly this has its own implications in meeting the Council Plan objectives but does not have the same degree of organisation complexity as the General Fund involving significant staff numbers, team interaction and service delivery.

➤ **Part 2 – Financial Viability Process (FVP)** *(page 14)*

This part of the Financial Plan considers how the Council will attempt to balance its finances over the coming years to continue to provide service for its residents and customers. It ensures we are achieving Value for Money throughout the Council within each service, it evidences this and seeks improvement and savings where possible. The process involves review of service plans with a team of key staff from the Business Transformation Team, Finance and Performance to aid us in this process. They work with the relevant services to discover likely savings to pursue, viability, time scales and resources required to implement.

Depending on the outcome of this work and savings achieved, consideration will then need to be given as to whether service reductions are required to balance the books in order to achieve financial sustainability and viability.

Definition Note:

1. The General Fund records day to day revenue spending and income on the delivery of Council services.
2. Capital programme spending relates to purchases or enhancements of assets, expenditure that has benefit greater than a year and is over £10k.

➤ **Part 1 - The Medium Term Financial Plan (MTFP)**

2. Introduction

The development of a five year financial model is based upon a number of assumptions and perceived risks which clearly become more difficult to predict as the period covered lengthens. In recent years we have been subject to one year only financial settlements from Government, there have been fundamental funding reviews proposed, delayed and then cancelled on a number of occasions making even short term planning difficult. We are now looking at a one year settlement for 2023/24 with some clarity on what will happen in year two (2024/25) so greater clarity for 2023/24 and 2024/25 before central funding is reviewed again in 2025/26. Any plan built over a period greater than 5 years becomes more unpredictable as assumptions about future financial indicators lengthen.

In broad terms the model has been developed on the basis of 'reasonable and prudent' forecasts and assumptions in accordance with sound accounting practice.

3. Fundamental principles

Underpinning this plan, the following fundamental principles have been adopted:

- To secure the financial viability and stability of the Council in accordance with the Chief Finance Officers (CFO) responsibility to protect the Council's finances.
- Annually, a balanced revenue budget will be set with expenditure to be limited by the amount of available resources.
- Where a balanced revenue budget cannot be achieved in the short term use of earmarked funding reserves will be used to balance the budget but by exception.
- The General Fund balance will be maintained at the agreed adopted level as advised by the Chief Finance Officer.

- If earmarked reserves are not available to balance the budget resources will be redirected from low to high priority services to meet objectives set out in the Council Plan and maintain statutory functions.
- Council Tax increases will be kept within annually announced government guidelines to ensure a local referendum is not triggered.

In considering the capital budget, the Council will continue to follow the methodology of assessing schemes against their contribution to the corporate strategy, service improvement and long-term impacts on budget as well as deliverability within finite staff resources. The Council will also seek to maximise the use of its assets.

4. Financial background

The Government has cut core funding significantly for a number of years.

Additional support was provided over the last two years during the Pandemic but this has now been withdrawn and the underlying funding for local authorities is historically low.

There are significant financial pressures to consider with current high inflation rates, increasing interest rates, high energy and food costs and a recession likely to take place. As a consequence the indications are higher national pay awards and other direct cost implications mainly associated with contractor and partner costs. There has been low investment income received however this is increasing significantly with the increases in base rate but has an adverse impact on borrowing costs for capital schemes. Profiling debt can smooth out some of these short term change in rates. Ambitions remain to pursue our carbon reduction programme and improve services through further investment. This all brings significant financial challenges and a requirement for us to act more commercially to generate more income.

These factors have shaped the finances of the Council over recent years and placed it in a continuous difficult position of setting balanced budgets.

The Council needs to address its continuing budget gaps on the revenue budget and mitigate use of funding earmarked reserves which could be redirected to other activities. Member support is key to achieving this objective.

The Council has facilitated and encouraged business and housing growth in the district to deliver its ambitions and benefited in additional government funding through New Homes Bonus and extra Business Rate income which to date has put the Council in a stronger financial position than a number of other councils. This has enabled continued significant investment in non-statutory services to benefit the district. The Council has also embarked on building its own housing to facilitate moving towards its affordable housing target aspirations.

5. Medium Term Financial Plan

The base for the MTFP is the 2022/23 approved budget and the current cost of ongoing services, adjusted to take account of a range of unavoidable costs such as pay increases, inflationary pressures, the implementation of any approved changes to the budget and

any costs arising from new legislation and associated regulations or changes in resident demand. The MTFP takes account of any forecast variations in the level of both investment and fee income.

The Plan also considers and makes reasonable assumptions about the likely incomes from council tax and central government funding.

The MTFP is designed to model likely outcomes and to aggregate the sum of all potential financial inputs, to determine whether the Council will have sufficient resources to achieve its objectives, or indeed whether action is required to bridge a funding gap.

In formulating these calculations a number of assumptions have been made and a range of external influences considered. The various risks and pressures are detailed at the end of the Plan with commentary on their potential impact. The consequence of the pandemic was a significant risk but high inflation with the impact on our finances and the public is now the central concern.

Appendix A to the Financial Plan contains the best estimates of the 5 year costs and incomes

A similar exercise has been undertaken in respect of future capital expenditure, detailing the anticipated level of resources required, together with potential funding sources available to the Council to support its planned programme of works and where there are revenue implications these have been acknowledged within the Plan.

6. MTFP – Revenue Position

The position on General Fund services is extracted in the table below in section 8 and shows the current year 2022/23 for comparison and forms the basis from which future assessments have been made. The 2022/23 position is the set budget from February 2022 and then the latest position for 2022/23, the implications effecting this budget are considered going forward.

Some key areas to note in this calculation:

Service Budgets - This position is calculated based on current service provision adjusted where there are known resident demand changes, contract agreements or legislative requirements. This position does not include any growth in service or staffing to the Council's current service level with the exception of:

- Inclusion of £0.5 million as a one off to pay an element of the pension fund deficit and reduce future deficit funding contributions.
- Additional temporary resources for to deliver significant projects, climate change, service reviews, business/systems improvements, estate management, governance etc and for the Modern 25 work and scrutiny function.
- £20,000 pot for year 2 for the Tidy Teignbridge initiative for 2023/24.

- Extensions to the vehicle leasing contracts.
- The 2022/23 budget for staff salaries was based on an assumed 2% increase. At the time of developing the MTFP the latest offer of a flat sum payment of £1,925 per employee (based on a full time individual) has been agreed. This equates to a net cost over the budgeted sum in the General Fund of £982,000 for 2022/23 and over £1 million for future years. This additional cost has been added to the model.
- Each of the 3 owners of Strata are requiring additional support to meet the various work demands and objectives requiring IT support and development. This will lead to an increase in cost. The base budget will include the provisional sums known and be amended when the relevant approvals have been provided.
- One off cost of living payment for 2023/24.

The Council's previous full set of budget papers [Agenda for Full Council on Tuesday, 22nd February, 2022, 10.00 am - Teignbridge District Council](#) is a useful reference as it details significant information about the service provision currently provided; costs and income received for revenue (appendix 4 and appendix 5), staffing resources involved in each area (appendix 5) and the capital programme (appendix 7).

Government Funding General - The 2022/23 Local Government Finance Settlement was a one-year spending round only. This put on hold again planned reforms; changes to both the local government funding formula and the re-basing and implementation of a new business rate retention scheme.

The Government has announced it still intends to undertake a review of local authority funding and the latest policy statement published on 12 December 2022 suggest 2025/26.

Understanding this funding position and the implication on other core funding mechanisms (Business Rate Growth and New Homes Bonus) is critical to determining the MTFP position but there is uncertainty.

The MTFP now assumes a fall to baseline funding for the Council from 2025/26; taking away any growth in business rates (2023/24 budget £2.4 million (including pooling gain) and £2.7 million assumed for 2024/25 and the fall of NHB from £1.27 million per annum in 2022/23 with an assumption of £0.4 million in 2023/24 & 2024/25) and nothing thereafter. A provision of £0.4 million is included for 2025/26 as an alternative for the repurpose of NHB. In terms of the possible reductions as stated the timing is unclear and the cliff edge in funding reduction has been assumed in the model as worst case

because there is likely to be transitional funding introduced to smooth out the reductions for authorities like Teignbridge.

The Local Government Finance Settlement is announced normally late November/early December and for 2023/24 will be announced in the week commencing 19 December which makes planning extremely difficult as councils initial budget processes will be finalised at that point. The finance policy statement published on 12 December 2022 only outlined some of the key principles for 2023/24 and 2024/25.

The implications of the Levelling Up and Regeneration Bill and any change to the shape of local government going forward, particularly in Devon, has not been addressed in the MTFP as it seems no fundamental change in the short term is likely but this position will need to be kept under review.

5. Business Rate income

This has been assumed under the existing arrangements; the 50% rate retention scheme. The Government had intended to introduce a 75% retention scheme but this has now been dropped with a review at some stage still being the Government’s stated intention.

The MTFP assumes in 2023/24 the Council will be £2.446 million above the baseline funding level (retained growth) including pooling gains. This is considered reasonable based on current levels of income and projected growth. The Council does maintain a bad debt provision and a business rate funding reserve to mitigate annual fluctuations in rating assessments.

The greater, more fundamental risk is Government changing the regime and us losing the business rate growth in future years which has been built up. Because the timing and degree of risk is unknown the Council currently holds a Funding Reserve to cover these fluctuations and the existing gaps in the revenue budget which is not balanced. This will be used to continue to meet service costs in the budget in the short term if the worst case scenario happened. This would take place if the Government announce in the December Settlement that all growth income from business rates will be lost in the following year – highly unlikely especially without some transition protection but this reserve is available to give time to cut costs in an orderly manner to best protect the residents of Teignbridge should the worst happen.

6. Council Tax

The Government has for a number of years determined district councils can increase their council tax by £5 a year or up to 2% whichever is the greatest before triggering a local referendum. This is the level of income the Government assess is available to the Council and the MTFP applies this increase annually. The Government assumes that the Council will increase its Council tax by these limits when setting its allocation of

other funding streams. The latest proposals allow an increase of 2.99% before a referendum is triggered for 2023/24 (£5.54 for 2023/24).

7. New Homes Bonus (NHB)

Income retained in the General Fund to support revenue costs has been included in the annual budgets for a number of years but continuously reducing and currently £1.27 million. The scheme is supposedly ending in its current form with the annual amount reducing; this gives £1.27 million available in 2022/23 which is then estimated to fall to £0.4 million for 2023/24 and 2024/25 and then potentially not replaced so zero for 2025/26 onwards. There are still no guarantees about future years or whether a replacement will be available.

A replacement for NHB was consulted on over two years ago with the Government wishing to sharpen the incentivising of housing growth in the most effective way, no announcement of a replacement scheme has been made so it is assumed the scheme will continue in its reduced form with just an annual sum paid based on one year's growth and then end. A provision of £0.4 million has been included for potential repurpose of the NHB funding stream. At the height of the scheme the Council was paid the annual growth sum for 6 years – in 2016/17 the Council received £3.848 million (the most received in any one year).

8. MTFP numbers

The MTFP is provided annually in the budget papers as appendix 4. This provides the latest numbers for the current year and the following 3 years. Future years are extremely uncertain however an attempt to calculate our budget gaps extended to year 5 is shown below the 3 year projection replicated below.

Revenue Budget Summary					Appendix 4
Revenue Budget	2022-23	2022-23	2023-24	2024-25	2025-26
	Forecast	Latest	Forecast	Forecast	Forecast
<i>EXPENDITURE</i>	£	£	£	£	£
1 Employees	22,445,940	22,438,550	24,516,600	23,922,780	24,332,960
2 Property	5,054,490	5,255,250	5,721,740	5,862,500	6,011,530
3 Services & supplies	5,593,190	7,069,120	6,903,820	6,459,240	6,576,240
4 Grant payments	21,606,120	22,086,170	19,182,450	17,182,450	15,182,450
5 Transport	811,440	869,760	1,060,110	1,076,440	1,094,410
6 Leasing & capital charges	1,692,160	1,495,820	1,497,950	1,538,540	1,897,350
7 Contributions to capital	0	303,860	300,000	500,000	500,000
8 Total expenditure	57,203,340	59,518,530	59,182,670	56,541,950	55,594,940
<i>INCOME</i>					
9 Sales	-581,450	-1,476,730	-1,467,900	-1,511,940	-1,557,300
10 Fees & charges	-10,280,900	-10,181,250	-10,801,830	-11,233,900	-11,683,260
11 Grants - income	-21,868,660	-22,744,760	-19,624,970	-17,624,970	-15,624,970
12 Property income	-3,100,730	-3,329,990	-3,343,710	-3,476,990	-3,670,200
13 Other income & recharges	-2,621,940	-4,186,540	-4,098,780	-3,603,740	-3,660,350
14 Transfer from (-) / to earmarked reserves	-2,644,030	-1,499,950	-2,518,910	-770,450	-3,607,350
15 Total income	-41,097,710	-43,419,220	-41,856,100	-38,221,990	-39,803,430
16 Total net service cost	16,105,630	16,099,310	17,326,570	18,319,960	15,791,510
Funding					
17 Council tax	-9,190,540	-9,190,540	-9,576,500	-10,061,470	-10,465,930
18 Council tax/community charge surplus(-) / deficit	-62,310	-62,310	-125,550	0	0
19 Revenue support grant	0	0	0	0	0
20 Rates baseline funding	-3,393,800	-3,393,800	-3,522,800	-3,783,970	-4,715,000
21 Estimated rates retention and pooling gain	-1,752,200	-1,986,200	-2,446,200	-2,748,000	-160,000
22 New homes bonus	-1,270,200	-1,270,200	-402,940	-402,940	0
23 Alternative housing funding	0	0	0	0	-400,000
24 Other grants	-436,580	-436,580	-1,252,580	-1,323,580	-50,580
25 Budget gap (-) to be found	0	0	0	0	0
26 Total funding	-16,105,630	-16,339,630	-17,326,570	-18,319,960	-15,791,510
27 -Surplus/shortfall	0	-240,320	0	0	0
28 General reserves at end of year	2,059,681	2,300,001	2,300,001	2,300,001	2,300,001
29 General reserves as % of net revenue budget	12.8%	14.1%	13.3%	12.6%	14.6%

The table below shows annual budget position over the 5 year period – see appendix A for more detail.

Table: MTFP Model – Annual budget shortfall

General Fund	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000	2029/30 £000	2030/31 £000	2031/32 £000	2032/33 £000
Budget Shortfall/(Surplus)	2,519	770	3,607	3,194	2,779	Not costed	Not costed	Not costed	Not costed	Not costed



Shortfalls are covered by earmarked reserves. 2025/26 is when rebasing of business rates is expected creating a significant business rates funding reduction. Early identification of savings will ensure the funding reserve is not expended as this is required in the medium term to assist with ongoing variations. By using the model different scenarios can be shown to guide the annual budget setting process. 2023/24, 2024/25 and 2025/26 can be funded by earmarked reserves at present and part of 2026/27.

The Model identifies the pressures and influences on the Council’s revenue budgets and highlights a shortfall between the Council’s spending requirements and the amount of finance available. Actions will need to be taken to meet these shortfalls and the need to keep finding savings year on year is not to be underestimated.

9. MTFP Revenue - The Way Forward

The funding gap for 2023/24, 2024/25 and 2025/26 needs to be addressed working with SLT, senior officers and Members – ultimately eliminating the ongoing gap in 2025/26 when reset of funding is now indicated to take place. Savings should be filtered into the budget process each year as part of the annual budget process but also in year as savings ideas are formulated, worked on and delivered.

A key area to explore is what savings/increased income can be achieved by working through service reviews and proposed savings options, this being before more fundamental decisions are made on whether there is a need to explore cutting services to the public. Working through the service plans and proposals from Ignite, eliminating quick wins, working more commercially will help towards achieving this goal. Clarifying the appropriate level of investment in IT to reconstruct our organisational structure will be vital and identify staff savings through automation of procedures. These are some initiatives that will help as well as the normal scrutiny through the budget process. This Plan also proposes that we kick off with the actions in the Financial Viability Process.

The Plan proposes a two stage approach which is linked to the uncertainty of Government funding for local authorities and possibly even the shape of local government going forward.

- Over the following year/18 months we will undertake service reviews to ensure we are delivering VFM, drive efficiencies to see what savings can be achieved and to form an evidence base that we have done what we can, challenging ourselves on cost effective delivery of services. This will also be combined with looking at suggestions from the Ignite report and savings suggestions identified from review of previous unspent budgets and invest to save – such as IT investment to deliver more automation. A review of our assets including

disposal, re-use etc will be explored and all commercial opportunities to generate more income.

- If the funding gap estimated in 2025/26 of £3.6 million materialises, which is dependent on Government direction, then efficiencies and income generation are not going to drive that level of savings and we will need to propose significant service reductions. But this comes at a point when we know how much we need to find and when, before radical service decisions are made. As stated we have an earmarked Funding Reserve in place to protect us against any immediate changes should Government carry out reforms without good notice and support existing revenue budget gaps.

This gap should not be ignored and what actions could be taken should be considered and formulated. If savings are not found over the next 3 years then the Funding Reserve will be significantly reduced leaving insufficient funds to address future significant variations in funding or budget pressures. Early identification of savings and their introduction would allow unspent earmarked funding reserves to potentially be reallocated.

Key areas of budget proposals to be agreed are as follows and can be monitored and developed through an Overview & Scrutiny work plan:

- a. **Approval of Council tax increases at the maximum allowed – historically £5 or 1.99% (now increased to £5.54 (2.99%) for 2023/24)**
- b. **Agreement of our asset strategy and determining best use of our assets – disposal/transfer/re-use and re-model**
- c. **Pursuit of maximum asset disposal proceeds**
- d. **Exploring commercial investment opportunities including charging policy**
- e. **Maximising income from existing fees and charges**
- f. **Exploring new opportunities for setting fees and charges**
- g. **Reviewing the savings options from the Ignite work**
- h. **Investing in our IT provision to deliver more automation and efficiencies**
- i. **Review our policy for earmarked reserves and funding budget gaps**
- j. **Reviewing support for third sector grants and support**
- k. **Identifying other voluntary grants and future support**
- l. **Reviewing quick wins and budgets no longer required**
- m. **Periodic review of the capital programme and alignment to strategic priorities**
- n. **Agreement to provide a revenue contribution to capital – currently proposed at £300,000 per annum in 2023/24 and £500,000 per annum for future years**
- o. **Determining adequate borrowing limits including headroom for the capital programme through approval of the appropriate treasury management indicators**
- p. **Councillors community fund budget**
- q. **Further payments to reduce the pension fund deficit**
- r. **Minimum level of general reserves – currently suggested at £2.3 million**
- s. **Limit use of earmarked reserves to bridge budget gaps**
- t. **Considering new funding models**
- u. **Timeline for delivery of savings**

10. Capital

The Council maintains a programme of capital expenditure designed to improve a wide range of community facilities and local infrastructure. The forward funding projections below only include rolling items and projects identified early by managers; **there will be proposals missing from this list** that will need to be considered for funding out of available resources as they come forward.

There will be a disparity between the Council's capital spending aspirations being greater than the amount of finance available. In producing these figures agreed principles have/will be applied:

- A capital bid process is in place whereby appraisal forms are completed for each scheme and an assessment methodology applied to prioritise expenditure within resources available. This prioritisation is overseen by the Corporate Projects Board.

MTFP Model – Capital Expenditure and Funding Position

Strategic Priority	2022/23 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000
A roof over our heads	4,785	5,661	5,564	1,304	1,304
Clean scene	462	155	7,844	168	176
Going to town	1,358	14,326	4,369	-	-
Great places to live and work	948	2,009	5,229	7,548	1,088
Health at the heart	-	-	-	-	-
Investing in prosperity	17	2,000	250	-	-
Moving up a gear	3,923	7,998	1,950	250	1,750
Out and about and active	1,136	194	1,639	1,537	40
Strong communities	2,973	1,961	1,210	1,674	1,666
Action on climate	3,535	3,639	1,539	2,439	-
Vital, viable council	373	467	193	41	41
Total Capital Expenditure	19,510	38,410	29,787	14,961	6,065
Borrowing	(1,077)	(12,167)	(14,708)	(1,935)	-
Capital Receipts	(2,039)	(2,311)	(1,803)	(24)	(24)
Revenue contributions (includes specific sums)	(936)	(405)	(870)	(240)	(247)
Grants / external contributions	(9,051)	(16,704)	(4,487)	(3,334)	(2,916)
CIL	(4,246)	(5,833)	(7,038)	(9,388)	(2,838)
S.106	(2,161)	(990)	(881)	(40)	(40)
Total Funding	(19,510)	(38,410)	(29,787)	(14,961)	(6,065)

The Programme expenditure includes those schemes already approved by Council and rolling items and provisions. **Bids will come through the annual budget process giving a different picture to that given above and there will be choices to make in order to keep expenditure within resources available.**

The above has been produced using the latest budget monitoring position and it is clear from observation that periodically the programme needs to be re-profiled with the budget managers. There are a number of schemes which will not be delivered in part or full in the year the budget is allocated. From the view of the MTFP it's the overall position that can be considered taking all years into account.

The programme assumes £30 million of borrowing between 2022/23 and 2026/27 in addition to the current underlying need to borrow of £20 million. Cash flow monitoring and balance sheet review exercises indicate no immediate need to borrow externally over the next 2-3 years. This is reviewed periodically alongside interest rate monitoring, so that when long-term external borrowing is required, it is undertaken in a controlled way in line with the Council's treasury strategy. This position has been factored into the revenue model in terms of costs of borrowing/lost external interest/minimum revenue provision etc. Any new borrowing will need to be considered in conjunction with existing borrowing commitments, maximum borrowing limits and a comfortable headroom for borrowing.

The above capital receipts line is based on the most recent activity and forecast information.

Key issues to consider for this Plan in terms of capital are:

- Only approved schemes and provisions from the February 2022 budget process and subsequent approvals brought to Members are included. The current position shows General Fund capital receipts largely being used by 2025/26. If any new projects or schemes do come forward, it is assumed they will attract sufficient funding and/or have a positive business case with a minimum return of 1%.
- Any scheme inclusion in the Programme over and above this core annual expenditure needs to be considered carefully for inclusion in future programmes. This happens on a case-by-case basis to determine if they meet corporate objectives. Business cases must evidence the required 1% return in the case of self-funded schemes, or show delivery in conjunction with other agencies/partners. Some schemes will come with no funding but may still be necessary.
- The introduction of £300,000 per year as a revenue contribution to capital (then increasing to £500,000) will assist in supporting the capital programme and for any spends without a sufficient supporting business case.

The Way Forward – Capital programme

- There is a clear necessity for the continuation of the Corporate Projects Board to consider the allocating of capital resources against competing capital scheme bids.
- The programme needs to be populated with realistic expenditure estimates into the future; further work has been undertaken on Council assets costs and a review of our asset management policies and use of assets.

- The Project Management Guidelines will continue to be used to inform the capital bid process through detailed capital appraisal forms and Project Initiation Document (PID). There will be continued monitoring of progress on key projects through the Council's Corporate Projects Board.

➤ **Part 2 – Financial Viability Process (FVP)**

11. Aim of the FVP

This part of the Finance Plan considers how the Council will balance its finances over the coming years to continue to provide service for its residents and customers. We will ensure we are achieving Value for Money throughout the Council within each service, we will evidence this and seek improvements and savings where possible. We have key dedicated resources to aid us in this process and available to work with services.

Depending on the outcome of this work, and the savings achieved, as identified in 9 above we will then need to look at reductions in service delivery necessary to balance the books going forward to deliver financial viability and sustainability.

This will all be looked at against the backdrop of the risks and challenges that have implications for the Council's financial position in the medium term.

The major risks and pressures are:

Changing government funding
Inflation
Increasing interest rates
Cost of living crisis and impact on services/income
Ongoing impact following the Covid pandemic and recovery
Existing budget gaps and limited earmarked reserves
Staff resources
Additional demands from Government

12. Modern 25 Programme

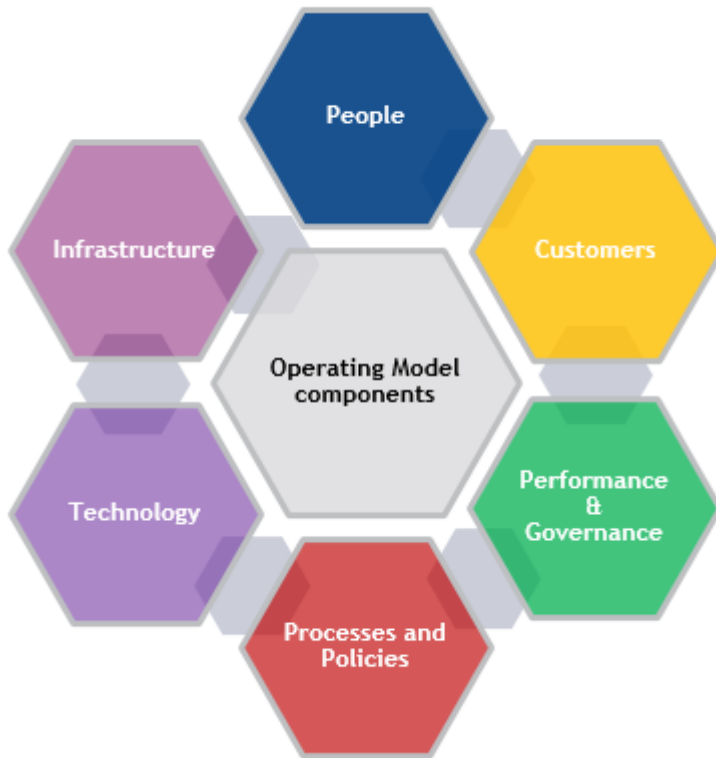
TDC accepts that to achieve the level of savings required, it needs to change the way things are done and alter its operating model, whilst ensuring that the customer is still at the heart of council services. Independent consultants were commissioned through a procurement process to work in partnership with Teignbridge Senior Leadership Team to deliver:

- A strategic alignment review
- Recommendations for a new Target Operating Model

The objective of the programme is to deliver a new operating model for the council. An operating model encompasses all aspects of the way the organisation delivers its core purpose and includes

- People and Organisation – the activities that our staff carry out and how they are managed and organised

- Technology and Infrastructure – the software, physical ICT infrastructure and physical assets that are in place to support how people carry out the council’s work
- Ways of Working – the processes, policies, procedures, performance, governance, leadership and management that is in place
- Culture & Behaviours – Creating a work environment which supports delivery of strategic priorities and core services to our customers and an organisation that invests in its people
- Strategic Priorities – the strategic portfolio of programmes and projects that are in place to deliver the council’s strategic priorities



From their recommendation we have developed our Modern 25 programme which aims to deliver a new operating model for the council delivering £2.6 million of phased benefit savings by April 2026 and implementing the changes across the whole council in line with agreed design principles. The programme focuses on delivery of 3 main workstreams

1. Customer and Service Design - Lead Tracey Hooper

This will digital services that the users of our services want and design support mechanisms for customers who need help to make a request or support service users who have complex needs.

Our services will be designed to be more sustainable through:

- Shifting our service users to less expensive digital channels in line with our current demand, through active promotion and nudges

- Designing services that are easy for users to access and make a request
- Maximising the value provided by our front line staff in helping residents with complex needs
- Creating excellent online information and guidance for our service users
- Proactively and passively keeping service users informed throughout their service journey

2. Technology and Digital - Amanda Pujol

This will define and develop the technology and digital requirements to support the new operating model by:

- Defining the key technologies that will support the new operating model and ways of working
- creating a roadmap for delivering these capabilities
- Defining the digital capabilities required and running a procurement exercise to fill the capability gaps
- Provide resources in skills to configure new digital capabilities and integrate them, in line with our technology roadmap

It is underpinned by our Digital Strategy adopted in 2021 built around six themes:

1. Customer access and service
2. Digital and mobile work force
3. Digital democracy
4. High-quality, accessible data
5. Digital and Net Zero
6. Responsive, resilient and secure infrastructure and systems

3. People and Organisational Design - Tim Slater

We will design, develop and deliver a new council structure that supports the new operating Model for the delivery of services to our customers and the delivery of our strategic portfolio. This will include a review of current HR policies and procedures, including performance management, to support the implementation of the new operating model and define:

- The spans of control for managers and the scope of management responsibilities for changes to the organisational structure
- The creation and evaluation of any new roles that will be created to support the delivery of the new operating model
- The programme will review HR policies and procedures, including performance management to support the implementation of the Target Operating Model
- The governance structures that will support performance management

4. Strategic portfolio - Martin Flitcroft

This will define and develop business cases, statements of works and specific individual projects to deliver against a revised strategic portfolio which is aligned with the Council's priorities and strategy. The programme will oversee:

- all implementation and change activities associated with the deliverables from the strategic portfolio projects
- Monitoring of projects progress as part of overall programme governance
- alignment of project outcomes with the new operating model

In order to deliver this programme of work there will be an upfront investment to provide additional temporary staffing resources and capital investment in digital infrastructure and systems . The new structure will result in a reconfiguration of services and new posts and roles being created. The Council is also undertaking a pay structure review which will result in a new payscale and job evaluation process being developed and implemented to ensure the Council remains competitive and can attract the staff with the key skills to deliver the best service for residents in the District.

We are developing a Digital Strategy and we are now working with Strata and our other partner authorities to ensure the outcomes can defined and delivered. The Strategy is built around six themes

Customer access and service
Digital and mobile work force
Digital democracy
High-quality, accessible data
Digital and Net Zero
Responsive, resilient and secure infrastructure and systems

5. Performance Management Data: Lead – Jack Williams

It is crucial we use relevant data to inform our business decisions. Performance data needs to be readily available and used by managers, SLT, CMT and members to drive decisions and be clear where action is needed/not needed and how we are performing for our residence, identifying and resolving issues quickly. Importantly this needs to link with system thinking to ensure we measure the right things.

It is necessary to understand cost, performance and activities of services and undertake appropriate comparisons to be clear where we are providing Value for Money and where we are not. Help identify where improvements are needed or to determine we are comfortable and understand the variances.

We have a Performance and Data Analyst but also services have their own resources in this area and we need to share and oversee the whole.

6. Asset Management: Lead – Tom Phillips

In reviewing our services there are some services where asset management is relevant and areas it is not. There are key elements to be considered by services;

- a) Understanding the financial and non-financial performance of assets and using this to drive asset management decisions.
- b) Proactive asset management – Maximising the returns from assets and disposing of assets that have a poor financial / non-financial return and at market value where appropriate.
- c) Investing in assets only where there's a strong business case.
- d) Supporting wider objectives – Being clear where and how asset management is supporting wider objectives, such as benefitting the community, shaping the built landscape, supporting the Council in its service delivery and proactively supporting our commitment to tackling climate change.
- e) Encouraging asset transfer where appropriate.

There can be a quick analysis within each service to determine scope of opportunities.

7. Income Maximisation: Lead – Steve Wotton

It is viewed that members are supportive of ensuring where fees and charges are made that these are set at appropriate rates and reviewed regular to keep pace with costs. It is also considered there is support to develop existing services areas where there is opportunity and customer demand for additional or enhanced services to be offered that can generate surpluses for the Council. An average 5% increase is proposed for 2023/24 to recoup inflationary costs. Any charges below an average for the service need to be increased accordingly and a more commercial view pursued for the charging of activities and services.

Again there can be a quick analysis within services to determine scope for opportunity.

EXTERNAL INFLUENCES AND KEY ASSUMPTIONS WITHIN THE REVENUE MTFP MODEL

- Inflation**

Inflation rates are based on the latest available data.

Although the financial model is based upon what are believed to be a series of prudent assumptions, there is inevitably a risk that some or all factors applied could be inaccurate. The table below summarises the impact of any such inaccuracies that would have a detrimental effect upon the financial plan. Inflation in recent times as not been a high risk but currently rates are historically high with Bank of England projecting inflation to remain high in the short to medium term driven by food and energy costs. Contract costs, pay rises and a pay review of salaries are likely to cause some of the biggest pressures for future years.

Financial impact of changes in inflation assumptions 2023/24.

Factor	MTFP Predicted Inflation Costs £000	Worse by 1% £'000	Worse by 2% £'000
Pay, N.I & Pension & other employee costs + other costs	1,002	190	380

- Investment Returns**

The approach adopted, of budgeting for investment income remains prudent. Investment return predictions have been factored in with significant increases starting to be reflected in the current year but reducing after 2023/24.

- Council Tax Income**

The MTFP follows recent Government practice of allowing a £5 a year increase. This could be increased to 2.99% for 2023/24 = £5.54.

Financial impact of changes in council tax levels (2022/23).

Level of council Tax increase	Predicted council tax income £000	Loss of income in MTFP 2023/24 £'000
Council tax yield at £5 (2.70%) increase	(9,549)	Nil
Yield at 2.0%	(9,484)	65
Yield at 1.0%	(9,391)	158
Yield at 0.0%	(9,298)	251

This calculation shows a one year effect, this reduction would be lost each year going forward plus the opportunity to increase the level in future on a higher base. If the increase

is 2.99% that would generate an additional £27,000 per annum from the Feb 22 MTFP model.

- **New Homes Bonus**

The main risk is numbers being below the projections as new properties being built continues to recover from the pandemic plus constraints within the house building market. The Plan assumes significant reduction in income from previous years. We await Government consultation on any revised scheme and the implications on the MTFP but no projections can be made on this until Government outline any replacement scheme (if any).

- **Business Rate Income**

The risks associated with Business Rate income have been covered above including the Government's intention of business rates rebasing. A £2.446 million additional benefit has been budgeted in 2023/24 for additional rates above the Council's baseline (including pooling gain), this is the sum that will be budgeted and if the actual amount is less through a reduction in assessments or collection of income drops than the difference will be met from the earmarked Funding Reserve.

When the Government looks at rebasing then the Council has the earmarked Funding Reserve to be used to mitigate this for the year.

Revenue Budget Summary						Appendix A	
Revenue Budget	2022-23	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
	Forecast	Latest	Forecast	Forecast	Forecast	Forecast	Forecast
EXPENDITURE	£	£	£	£	£	£	£
1 Employees	22,445,940	22,438,550	24,516,600	23,922,780	24,332,960	24,981,280	25,645,810
2 Property	5,054,490	5,255,250	5,721,740	5,862,500	6,011,530	6,160,560	6,309,590
3 Services & supplies	5,593,190	7,069,120	6,903,820	6,459,240	6,576,240	6,764,240	6,952,240
4 Grant payments	21,606,120	22,086,170	19,182,450	17,182,450	15,182,450	13,182,450	11,182,450
5 Transport	811,440	869,760	1,060,110	1,076,440	1,094,410	1,146,840	1,202,250
6 Leasing & capital charges	1,692,160	1,495,820	1,497,950	1,538,540	1,897,350	1,897,350	1,897,350
7 Contributions to capital	0	303,860	300,000	500,000	500,000	500,000	500,000
8 Total expenditure	57,203,340	59,518,530	59,182,670	56,541,950	55,594,940	54,632,720	53,689,690
INCOME							
9 Sales	-581,450	-1,476,730	-1,467,900	-1,511,940	-1,557,300	-1,604,020	-1,652,140
10 Fees & charges	-10,280,900	-10,181,250	-10,801,830	-11,233,900	-11,683,260	-12,150,590	-12,636,610
11 Grants - income	-21,868,660	-22,744,760	-19,624,970	-17,624,970	-15,624,970	-13,624,970	-11,624,970
12 Property income	-3,100,730	-3,329,990	-3,343,710	-3,476,990	-3,670,200	-3,780,310	-3,893,720
13 Other income & recharges	-2,621,940	-4,186,540	-4,098,780	-3,603,740	-3,660,350	-3,770,160	-3,883,260
14 Transfer from (-) / to earmarked reserves	-2,644,030	-1,499,950	-2,518,910	-770,450	-3,607,350	-3,194,440	-1,606,910
15 Total income	-41,097,710	-43,419,220	-41,856,100	-38,221,990	-39,803,430	-38,124,490	-35,297,610
16 Total net service cost	16,105,630	16,099,310	17,326,570	18,319,960	15,791,510	16,508,230	18,392,080
Funding							
17 Council tax	-9,190,540	-9,190,540	-9,576,500	-10,061,470	-10,465,930	-10,886,650	-11,324,280
18 Council tax/community charge surplus(-) / deficit	-62,310	-62,310	-125,550	0	0	0	0
19 Revenue support grant	0	0	0	0	0	0	0
20 Rates baseline funding / returned funding	-3,393,800	-3,393,800	-3,522,800	-3,783,970	-4,715,000	-4,886,000	-5,060,000
21 Estimated rates retention and pooling gain	-1,752,200	-1,986,200	-2,446,200	-2,748,000	-160,000	-285,000	-385,000
22 New homes bonus	-1,270,200	-1,270,200	-402,940	-402,940	0	0	0
23 Alternative housing funding	0	0	0	0	-400,000	-400,000	-400,000
24 Other grants	-436,580	-436,580	-1,252,580	-1,323,580	-50,580	-50,580	-50,580
25 Budget gap (-) to be found	0	0	0	0	0	0	-1,172,220
26 Total funding	-16,105,630	-16,339,630	-17,326,570	-18,319,960	-15,791,510	-16,508,230	-18,392,080
27 -Surplus/shortfall	0	-240,320	0	0	0	0	0
28 General reserves at end of year	2,059,681	2,300,001	2,300,001	2,300,001	2,300,001	2,300,001	2,300,001
29 General reserves as % of net revenue budget	12.8%	14.1%	13.3%	12.6%	14.6%	13.9%	13.4%

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**Teignbridge District Council
Executive
3rd January 2023
Part i**

Council Tax Premiums

Purpose of Report

To seek approval for the proposed changes to Council Tax premiums set out in the Levelling Up and Regeneration Bill and to recommend the implementation of these premiums with effect from 1st April 2024 (subject to the Bill receiving Royal Assent).

Recommendation(s)

The Executive RECOMMENDS to Council that it approve:

- (a) The application of the current premium of 100% for all dwellings which are unoccupied and substantially unfurnished (empty dwellings) after 1 year instead of 2, with effect from 1st April 2024;
- (b) The application of a premium of 100% for all dwellings which are unoccupied but substantially furnished with effect from 1st April 2024; and
- (c) That the S151 Officer is given delegated powers to implement the policy in line with the Council's requirements and any guidance given by the Secretary of State.

Financial Implications

The financial implications are set out in paragraphs 2.1 to 2.8 of the report

Martin Flitcroft – Chief Finance Officer and Head of Corporate Services
Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

The Legal implications are set out in paragraphs 2.9 to 2.12

Paul Woodhead – Head of Legal Services and Monitoring Officer
Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

The risks are set out in paragraphs 2.13 to 2.15 of the report

Tracey Hooper – Service lead for Revenue, Benefits and Customer Support
Email: tracey.hooper@teignbridge.gov.uk

Environmental/ Climate Change Implications

There are no environmental or climate change implications associated with the recommendations of this report.

William Elliott
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Report Author

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Executive Member

Cllr Richard Keeling – Executive Member for Resources

Appendices/Background Papers

Levelling Up and Regeneration Bill (Bill 169 2022-23)
Appendix 1 – Equality Impact Assessment

1. Introduction and Background

- 1.1 For the most part, the Council Tax legislation is mandatory on all billing authorities within England. Discounts such as single person discounts, disregards and exemptions are set by statute with no discretion allowed.
- 1.2 However, there are an increasing number of areas where each Council may determine the type and levels of charge to be made.
- 1.3 The current main discretionary areas are as follows:
 - (a) Second homes (premises which are no-one's sole or main residence but are furnished);
 - (b) Unoccupied and substantially unfurnished premises;
 - (c) Unoccupied and substantially unfurnished premises which require or are undergoing structural repairs; and
 - (d) Premiums where premises have been unoccupied and substantially unfurnished for a period of 2 years or more.
- 1.4 When determining its policy, each billing authority must decide the level of charge (or discount) by the 31 March prior to the financial year in which it wants to introduce the changes.
- 1.5 The Council is therefore required to determine the level of any discounts or premiums which will apply in its area and a decision is required to be made by

Full Council under Section 11A and 11B of the Local Government Finance Act 1992.

- 1.6 Once determined, the resolution of the Council will need to be published in at least one local newspaper(s) within 21 days of the decision.

The current situation

- 1.7 Currently the Council has adopted the following level of discounts and premiums:

	Current policy
No one's sole or main residence and which is substantially furnished (second homes) 28-day planning restriction ¹ (Class A) No planning restriction ² (Class B)	0% discount
Unoccupied dwelling which is substantially unfurnished (Class C)	100% discount for 1 month only
Property undergoing or requiring structural repairs which is unoccupied and substantially unfurnished (Class D)	50% for twelve months or up to six months after the completion of works, to the maximum twelve-month period
Premium - Dwellings which are unoccupied and substantially unfurnished (Empty dwellings premium) After 2 years up to 5 years of becoming empty.	100% premium
Premium - Dwellings which are unoccupied and substantially unfurnished (Empty dwellings Premium) Dwellings empty between 5 years and up to 10 years	200% premium
Premium - Dwellings which are unoccupied and substantially unfurnished (Empty dwellings Premium) Dwellings empty for 10 years or more	300% premium

- 1.8 Until the legislation changed in 2013, mandatory exemptions would have been granted in place of Class C and Class D discounts giving a period of no charge for 6 months and 12 months, respectively. Since that time, Teignbridge, along with many other billing authorities, has reduced the 'discount' available.
- 1.9 Once any discount has ended, the Council charges a 100% Council Tax on empty dwellings. Second homes are immediately charged at 100%.
- 1.10 Premiums were also introduced by Government in 2013 with a view to encouraging homeowners to occupy homes and not leave them vacant in the long term. Initially premiums could only be charged at 50% but, since 2019, legislation changed to allow a progressive charge to be made as follows:

¹ **restricted** by a planning condition preventing occupancy for a continuous period of at least 28 days

² the occupation of which is **not restricted** by a planning condition preventing occupancy for a continuous period of at least 28 days in the relevant year

- Dwellings left unoccupied and substantially unfurnished for 2 years or more, up to 100%;
- Dwellings left unoccupied and substantially unfurnished for 5 years or more, up to 200%; and
- Dwellings left unoccupied and substantially unfurnished for 10 years or more, up to 300%.

1.11 The Council has adopted the maximum level of premium and it should be noted that premiums are charged *in addition to* the 100% Council Tax payable on empty premises.

1.12 Government, together with local authorities, has unfortunately seen a rise in the number of empty dwellings together with a growth in second homes. Inconsistencies in the legislation have also been identified where a premium can be avoided by the taxpayer merely furnishing an empty premises, whereupon it would become a 'second home' which currently has a maximum charge of 100%.

1.13 Clauses within the Levelling Up and Regeneration Bill (Bill 169 2022-23) have been introduced in order to address these inconsistencies and to encourage more dwellings into use.

Changes to empty dwelling premiums

1.14 Clause 72 (1) (b) of the Bill will permit billing authorities in England to impose an empty dwellings premium after one year instead of two. This gives effect to a commitment made by Government in the [Levelling Up White Paper](#)

1.15 Clause 72 (1) (a) provides that billing authorities must have regard to any guidance issued by the Secretary of State when deciding whether to implement an empty dwelling premium and it is expected that the current guidance drafted by Government in 2013 will be updated. This change will come into effect from the 2024/25 financial year. The Council is requested to approve delegated powers to the Section 151 officer to implement the policy in line with guidance when published.

1.16 In addition, Clause 72 (2) of the Bill provides that from 1 April 2024, a property can be charged an empty dwellings premium at 100% after one year, even if it became empty before 1 April 2024.

Introduction of premiums for second homes

1.17 At present, English billing authorities may only impose an empty dwellings premium on properties that are 'unoccupied and substantially unfurnished'. This term is defined via case law, not legislation. However, it does not cover dwellings that are no one's sole or main residence but are furnished. An empty dwellings premium could therefore not be imposed on properties that are maintained as second homes for use by their owners.

- 1.18 Clause 73 of the Bill will insert a new section 11C into the Local Government Finance Act 1992. This will permit billing authorities to apply a premium to properties that have no resident and are “substantially furnished”. The maximum Council Tax charge in these cases would be a standard 100% charge plus, if the recommendations are accepted by Council, a premium of 100% making a total Council Tax charge of 200%.
- 1.19 There would be no requirement for a property to have been used as a second home for a fixed period before the premium can apply.
- 1.20 As with other changes introduced by the Bill, section 11C (3) requires that the first decision to impose this class of premium must be taken at least 12 months before the financial year to which it would apply. In effect this means that premiums of this kind will not take effect until the 2024/25 financial year at the earliest. However, it is essential that a decision is made by Council before 31st March 2023 to give the required one-year notice.
- 1.21 The Bill provides that a dwelling cannot be subject to both a second homes premium and an empty dwellings premium imposed under section 11B of the 1992 Act, and that an existing empty dwellings premium would cease to apply to a property which became subject to a second homes premium.

Premiums – generally

- 1.22 In line with all similar legislation, any decision must be publicised in at least one local newspaper, within 21 days of its being taken by full Council.
- 1.23 Should the Council at any time wish to vary or revoke a decision to impose any type of premium this can be done at any time before the beginning of the financial year to which it would apply.
- 1.24 The Secretary of State has the power to prescribe certain classes of property that will not be subject to an empty dwelling premium. Currently these are homes that are empty due to the occupant living in armed forces accommodation for job-related purposes, or to annexes being used as part of a main property. It is expected that when regulations are laid, similar exceptions will apply to second homes premiums.
- 1.25 Incentivising empty homes back into use are key strands of both our homelessness and housing strategies. At the time of writing this report, we have approximately 1,250 people with a registered housing need on our social housing register (Devon Home Choice). In addition, approximately 60 households per month approach our Housing Solutions Service in order to make a statutory homeless application. There is a shortage of affordable private rented accommodation locally, with median market rents outstripping local housing allowance rates by £200 per month on average. As a result, we are seeing increasing numbers of households in temporary accommodation for long periods because finding suitably affordable ‘move-on’ accommodation is so challenging. Increasing the supply of suitable affordable private rented accommodation is of

paramount importance if we are to reduce levels of homelessness and address the housing need of local residents.

2. Implications, Risk Management and Climate Change Impact

Financial

- 2.1 Subject to the Bill receiving Royal Assent the earliest the new premiums can take effect is 1st April 2024, meaning that the earliest any additional income will be generated is the financial year 2024-25.

Second homes premium

- 2.2 Based on high level analysis of current council tax datasets the application of a 100% premium on unoccupied and substantially furnished property (second homes) could generate additional income of around £2.5M subject to the Bill receiving Royal Assent and any specific Government guidance. But please note the caveats set out in 2.3, 2.4 and 2.5 below relating to quality of data, changes in resident behaviour etc. Our records indicate that we have around 1,240 properties that are furnished but not currently used as anyone's sole or main residence.
- 2.3 Income generated from the premium would be shared across all preceptors (including County, Police, Fire, and town/parishes). Teignbridge would retain around 9% (£225K). NB. The actual amount of additional income generated could be significantly lower as a result of the concerns noted in 2.3, 2.4 and 2.5 below.
- 2.4 The application of a second homes premium might encourage Council Tax "avoidance", for instance by the owners of such properties transferring the property to business rates. Given that the Council Tax rates for second homes mirror those of main residences there may also be issues with the current classification of properties within our Council Tax system, and the application of a second homes premium may prompt owners to reclassify properties for genuine reasons; reducing the potential revenue that might be derived from the premium and the figures quoted above.
- 2.5 Currently, properties that are available to let for more than 20 weeks (140 days) in a calendar year can be rated as business rates by the Valuation Office Agency (VOA). The only detail needed to support such a claim is evidence of an advertisement for let for the property. From April 2023 this criterion will still apply but additionally it must be demonstrated that the property was available to let for more than 20 weeks in the previous year, and proof must be provided that the property was actually let for short periods totalling at least 70 days. The burden of providing evidence to support future changes will be the homeowners and will be verified by the Council and reported to the VOA. This change should ensure that any properties transferring from Council Tax to Business Rates relate to genuine circumstances where the property is being utilised for business purposes

- 2.6 There is also a concern that couples who own second homes may claim that they are living separately and are single occupants of each respective property. The Council will need to verify information supplied to ensure, as far as it can, that it is correct. Financial penalties can be imposed where false information is provided and will assist in ensuring that data held is accurate.
- 2.7 It is possible that owners of 'second homes' may choose to remove furniture to take advantage of the 12 month's lead in time available for empty, unfurnished properties. This may increase the number of empty homes within the district and consequently have a negative impact on New Homes bonus. It is difficult to predict the extent to which this might happen but given the cost and effort involved in removing and storing furniture this is considered low risk.

Empty homes premium after 1 year instead of 2

- 2.8 Based on current data, there are 115 empty and unfurnished properties that have been empty and unfurnished for a period of 12 months or more. If the premium were available and applied to these properties now, this would generate in the region of £190,000 based on current values (£17,100 to Teignbridge @ 9%). These numbers are fluid and may not be representative of the number of empty properties on our records as at 1st April 2024 when the premium would take effect.

Legal

- 2.9 The legislation that covers this report and the recommendations made is as follows:
- S11A & S11B of the Local Government Finance Act 1992
 - S11C of the Local Government Finance Act 1992 (as introduced by the Levelling Up and Regeneration Bill (Bill 169 2022-23)); and
 - Levelling Up and Regeneration Bill (Bill 169 2022-23).
- 2.10 Where the recommendations are accepted, a resolution is to be made by Full Council. The decision needs to be published in at least one local newspaper within 21 days of the decision having been made.
- 2.11 The recommendations set out within this report are subject to the Levelling Up and Regeneration Bill receiving Royal Assent.
- 2.12 Due to the changes in the legislation, the Council will be required by statute to be mindful of any guidance issued by the Secretary of State

Risks

- 2.13 The recommendations are considered to be low risk as premiums apply only to dwellings that are empty or where dwellings are used as a second home. Bringing those dwellings back into use will support the Council's Empty Homes Strategy and potentially will increase the level of income available to the Council and preceptors.

- 2.14 There is a potential risk that some of these homeowners may struggle financially to pay additional amounts of council tax. However, this could provide an opportunity to engage with owners who will be affected from April 2024 regarding how the property could be brought back into use. Billing authorities also have discretion to reduce or remit council tax in exceptional circumstances. This provides an appropriate safety net and can be used to provide support on a case-by-case basis for any deserving cases which are not subject to the statutory exemptions.
- 2.15 The amount of income generated from this proposal may be less than anticipated for the reasons outlined in 2.3, 2.4 and 2.5 above,

Environmental/Climate Change Impact

- 2.16 There are no environmental or climate change impacts arising from this report.

Equality Impacts

- 2.17 There are no identified equality impacts arising from this report. An equality Impact Assessment has been completed and is attached as an appendix to this report. Members are reminded to have due regard to this assessment before making any decisions in relation to this report

3. Alternative Options

- 3.1 The alternative option to implementing the recommendations would be to leave the existing premiums in place for long term empty dwellings, namely that they will only be applied after a two-year period, rather than the proposed change of making premiums payable after one year.
- 3.2 The alternative to the new second home premium would be to not introduce the premium whatsoever or to introduce the premium at an amount less than 100%.
- 3.3 It should be noted however, that the introduction of any of the above changes will require agreement by Council before the end of the current financial year if the changes are to be effective from 1st April 2024, as at least one year's notice is required.

Equality Impact Assessment

Assessment Of: Council Tax Second Home and Empty Property premiums	
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Community Services and Improvement	Assessment carried out by: Nikki Rawley
Service Area: Revenue and Benefits	Job Role: Council Tax Lead Officer
Version / Date of Sign Off by Director:	

Step 1: What do we want to do?

This assessment should be started at the beginning of the process by someone with a good knowledge of the proposal and service area, and sufficient influence over the proposal. It is good practice to take a team approach to completing the equality impact assessment. Please contact the Policy Officer early for advice.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Describe who it is aimed at and the intended aims / outcomes. Where known also summarise the key actions you plan to undertake. Please use plain English, avoiding jargon and acronyms. Equality Impact Assessments are viewed by a wide range of people including decision-makers and the wider public.

Implementation of proposals to introduce Council Tax Premiums on second homes and properties that remain unoccupied and unfurnished for periods exceeding 1 year; as detailed in the Government's Levelling Up and Regeneration Bill (the Bill). The legislation to allow such changes to be introduced remains subject to the Bill obtaining Royal Assent, and the changes will not be implemented until 1 April 2024 at the earliest.

The proposals introduce new legislation to apply additional Council Tax premiums on second homes and properties that have been empty for a period of more than 1 year.

The proposals will generate additional Council Tax revenue for precepting bodies; facilitating the delivery of essential front-line services within Teignbridge, including potential further investment to address local housing supply. The key rationale for the recommendations is to:

- Implement a consistent policy approach for empty property and second home premiums across the whole of the Devon area as many of neighbouring Authorities are aiming to adopt these proposals.
- Incentivise the occupation of empty properties
- Discourage, or generate additional income from, second home ownership in order to ensure the supply of homes to meet local housing needs.

1.2 Who will the proposal have the potential to affect?

<input checked="" type="checkbox"/> Service users	<input checked="" type="checkbox"/> The wider community	<input type="checkbox"/> Teignbridge workforce
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1.3 Will the proposal have an equality impact?

Could the proposal affect access levels of representation or participation in a service, or does it have the potential to change e.g. quality of life: health, education, or standard of living etc.?

If 'No' explain why you are sure there will be no equality impact, then skip steps 2-4 and request review by your manager.

If 'Yes' complete the rest of this assessment.

Yes No [please select]

Step 2: What information do we have?

2.1 What data or evidence is there which tells us who is, or could be affected?

Please use this section to demonstrate an understanding of who could be affected by the proposal. Include general population data where appropriate, and information about people who will be affected with particular reference to protected and other relevant characteristics (listed in 2.2).

Use one row for each evidence source and say which characteristic(s) it relates to. You can include a mix of qualitative and quantitative data - from national research, local data or previous consultations and engagement activities.

Outline whether there are any over or under representation of equality groups within your service - don't forget to benchmark to local population where appropriate.

For workforce / management of change proposals you will need to look at the diversity of the affected team(s) using available evidence such as the employee profile data. Identify any under/over-representation compared with Teignbridge's economically active citizens for age, disability, ethnicity, gender, religion/belief and sexual orientation.

Data / Evidence Source [Include a reference where known]	Summary of what this tells us
LGA Research report - Basic Facts About Teignbridge Basic facts about your chosen area (esd.org.uk)	Details the demography of the Teignbridge District in relation to: <ul style="list-style-type: none"> • Population • Age • Ethnicity • Health • Employment • Education
LGA Research Report- Demographic Report LGA Research Report - Demographic Report LG Inform (local.gov.uk)	Provides further detail on population changes in Teignbridge, and demographic information relating to gender and ethnicity in Teignbridge with comparisons to the percentage figures for the South West and all English Local authority areas in totality
The Homelessness Monitor: England 2022 Homelessness Monitor 2022 England Crisis UK	The Homelessness Monitor: England 2022, published by Crisis, is the latest report in a longitudinal study providing independent analysis of the homelessness impacts of recent economic and policy developments in England. This tenth annual report by Heriot-Watt University, providing an account of how homelessness stands in England in 2021, or as close to 2021 as data availability allows. It also highlights emerging trends and forecasts some of the likely future changes, identifying the developments likely to have the most significant impacts on homelessness.
Additional comments:	

2.2 Do you currently monitor relevant activity by the following protected characteristics?

Age Disability Gender Reassignment
 Marriage and Civil Partnership Pregnancy/Maternity Race

Religion or Belief

Sex

Sexual Orientation

2.3 Are there any gaps in the evidence base?

Where there are gaps in the evidence, or you don't have enough information about some equality groups, include an equality action to find out in section 4.2 below. This doesn't mean that you can't complete the assessment without the information, but you need to follow up the action and if necessary, review the assessment later. If you are unable to fill in the gaps please state this clearly with a justification.

For workforce related proposals all relevant information on characteristics may need to be sought from HR (e.g. pregnancy/maternity). For smaller teams diversity data may be redacted. A high proportion of not known/not disclosed may require action to address and identify the information needed.

We do not hold data on protected characteristics for council tax purposes.

2.4 How have you involved communities and groups that could be affected?

You will nearly always need to involve and consult with internal and external stakeholders during your assessment. The extent of the engagement will depend on the nature of the proposal or change. This should usually include individuals and groups representing different relevant protected characteristics. Please include details of any completed engagement and consultation and how representative this has been of Teignbridge's diverse communities.

Include the main findings of any engagement and consultation in Section 2.1 above.

If you are managing a workforce change process or restructure please refer to HR for advice on how to consult and engage with employees. Relevant stakeholders for engagement about workforce changes may include e.g. staff-led groups, trades unions as well as affected staff.

No groups specifically affected

2.5 How will engagement with stakeholders continue?

Explain how you will continue to engage with stakeholders throughout the course of planning and delivery. Please describe where more engagement and consultation is required and set out how you intend to undertake it. Include any targeted work to seek the views of under-represented groups. If you do not intend to undertake it, please set out your justification. You can ask the Consultation Officer for help in targeting particular groups.

No particular groups have been identified that we will need to engage with.

Step 3: Who might the proposal impact?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered above and the characteristics protected by the Equality Act 2010. Also include details of existing issues for particular groups that you are aware of and are seeking to address or mitigate through this proposal.

3.1 Does the proposal have any potentially adverse impacts on people on the basis of their protected or other relevant characteristics?

Consider sub-categories (different kinds of disability, ethnic background etc.) and how people with combined characteristics (e.g. young women) might have particular needs or experience particular kinds of disadvantage.

Where mitigations indicate a follow-on action, include this in the 'Action Plan' Section 4.2 below.

GENERAL COMMENTS (highlight any potential issues that might impact **all or many groups**)

The changes to policy will apply to all taxpayers who have dwellings which meet the criteria irrespective of whether they have any protected characteristics or not.

PROTECTED CHARACTERISTICS

Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Disability	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	

OTHER RELEVANT CHARACTERISTICS

Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	<p>Second Home ownership is acknowledged to drive up house prices in popular areas, and as a result long-term local residents can find themselves priced out of the local housing market. This may particularly affect those living in idyllic rural and coastal areas within Teignbridge. The proposals to apply Council Tax premiums on second homes should help to address this issue, or create additional Council Tax funding to support local housing supply.</p> <p>It will generate revenue to the Council to enable it to deliver our services to the wider population.</p> <p>Tourism destinations with higher concentrations of second home ownership will be most affected.</p> <p>The implementation of premiums for second and empty homes may serve to bring property back into use for the benefit of the wider Teignbridge community.</p>
Mitigations:	
Other group(s) <i>Please add additional rows below to detail the impact for other</i>	

relevant groups as appropriate e.g. Asylums and Refugees; Rural/Urban Communities, Homelessness, Digital Exclusion, Access To Transport	
Potential impacts:	
Mitigations:	

3.2 Does the proposal create any benefits for people on the basis of their protected or other relevant characteristics?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our Public Sector Equality Duty to:

- ✓ Eliminate unlawful discrimination for a protected group
- ✓ Advance equality of opportunity between people who share a protected characteristic and those who don't
- ✓ Foster good relations between people who share a protected characteristic and those who don't

Increasing housing supply locally and bringing properties back into the currently short supply of local private rental sector has the potential to benefit a broad spectrum of groups who have protected characteristics, or who have been particularly impacted by the shortage of affordable homes in Teignbridge including but not limited to:

- Those of working age and on relatively low incomes who are adversely impacted by the 'rent gap'.
- Those with specific mobility issues who may struggle to find accommodation, which is both affordable, and suitable, according to their needs.
- Those who require alternative accommodation because they have been subject to domestic violence, abuse or harassment.
- Local residents who have refugee status.

Step 4: Impact

4.1 How has the equality impact assessment informed or changed the proposal?

What are the main conclusions of this assessment? Use this section to provide an overview of your findings. This content should be used as a summary in reports, where this full assessment is included as an appendix.

If you have identified any significant negative impacts which cannot be mitigated, provide a justification showing how the proposal is proportionate, necessary and appropriate despite this.

Summary of significant negative impacts and how they can be mitigated or justified:
There are no negative impacts, or potential for discrimination
Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:
The potential for bringing empty or largely unused properties back into use for the benefit of the wider Teignbridge community

4.2 Action Plan

Use this section to set out any actions you have identified to improve data, mitigate issues, or maximise opportunities etc. If an action is to meet the needs of a particular protected group please specify this.

Improvement / action required	Responsible Officer	Timescale

Improvement / action required	Responsible Officer	Timescale

4.3 How will the impact of your proposal and actions be measured?

How will you know if have been successful? Once the activity has been implemented this equality impact assessment should be periodically reviewed to make sure your changes have been effective and your approach is still appropriate. Include the timescale for review in your action plan above.

Step 5: Review & Sign-Off

EIAs should only be marked as reviewed when they provide sufficient information for decision-makers on the equalities impact of the proposal. Please seek review and feedback from management before requesting it to be signed off. All working drafts of EIAs and final signed-off EIAs should be saved in G:\GLOBAL\EIA Once signed-off please add the details to the 'EIA Register' of all council EIAs saved in the same directory.

<p>Reviewed by Service Manager: Yes <input type="checkbox"/> Tracey Hooper – Service Lead for Revenue, Benefits and Customer Support No <input type="checkbox"/> Instead was reviewed by:</p>	<p>Strategic Leadership Team Sign-Off:</p>
<p>Date: 15.12.22</p>	<p>Date:</p>

**Teignbridge District Council
Executive
January 2023
Part i**

Recommendation from Overview and Scrutiny 2

Purpose of Report

To Report Overview and Scrutiny 2's recommendations to Executive on the findings of the Planning Enforcement Review Group

Recommendation(s)

The Committee RESOLVES to:

endorse the recommendations of the Planning Enforcement Task & Finish Group as set out in the report with the following amendments:

- a) Recommendation 7 - Drone trial - the possible benefits of the use of drones be investigated further and consideration be given to identifying an operator to run a trial.
- b) The following be added to Recommendation 9 – Review progress:
The Executive update the O&S2 at their next meeting following the February 2023 meeting on the progress of implementation of the recommendations.

Financial Implications

There are no specific financial implications arising out of the report.

Martin Flitcroft Chief Finance Officer

Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

There are no specific legal implications arising out of the report.

Paul Woodhead Head of Legal Services and Monitoring Officer

Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

The Recommendations are not considered to change the level of operational risk for the Department

Ros Eastman Business Manager – Strategic Place

Email: rosalyn.eastman@teignbridge.gov.uk

Environmental/ Climate Change Implications

The impact of this report is neutral in this regard Ros Eastman Business Manager – Strategic Place

Email: rosalyn.eastman@teignbridge.gov.uk

Report Author

Ros Eastman / Cllr Andy Swain Email: Rosalyn.eastman@teignbridge.gov.uk

andrew.swain@teignbridge.gov.uk

Executive Member

Cllr Gary Taylor

Appendices/Background Papers

Full Report of Task and Finish Group Appended

1. Introduction/Background

The Task and Finish Group (the Group) was set up to:

- A) Review TDC planning enforcement policy last updated in 2017. This is necessary to ensure our local enforcement plan is up to date and to recommend amendments to improve the service.
- B) Review progress on promised additional enforcement resourcing. This has not been delivered because of Covid. The group will review options and make a recommendation how best to take this forward given the situation now.
- C) Compare planning enforcement policy and outcomes with neighbouring councils. Mid Devon council recently reviewed their enforcement process, and a detailed report is available dated 14th September 2020. This report includes comparison data on TDC and neighbours, which can be used to shape recommendations to TDC using recent data that is already available.
- D) Invite feedback and suggestions from Parish Councils. The feedback and suggestions will need to focus on the effectiveness of the current enforcement processes and powers, and not an opportunity to comment on specific details of on individual enforcement cases. Details of the work undertaken by the Group are in the appended report.

2. Recommendations

The Group has made 9 recommendations for consideration by O&S2. These are detailed in the attached report and outlined below with Officer comments:

Recommendation 1: Review of enforcement policy and process documents

Teignbridge Council Should Update the enforcement policy as soon as possible, this is overdue. Current policy states it should be reviewed annually, but it appears to be as it was in 2017.

We recommend it does not need annual review, but every 2 years, or in response to relevant changes in law, would be adequate.

We recommend some indicative timescales added to the Process document, to clarify the expected level of service for reporters, but also to manage expectations, in allowing for compliance periods, and legal processes where simple resolutions are not achievable.

We recommend where possible adjusting the language in the policy e.g., "enquiry" rather than "complaint", "subject" rather than "offender", and consider "compliance" rather than "enforcement".

We recommend the Policy should include or refer to the new national powers relating to concealment

We recommend reviewing the template wording for responses and especially strengthening that used to notify "breach no merit in pursuing". Wording should convey the risks that may result, following a breach, and should reserve the option of future action. The current wording states that Teignbridge Council will take no further action, thereby in effect, indemnifying the subject in writing.

Officer Comment: Officers agree the Enforcement Policy needs updating in light of the time that has passed and are looking to programme this work.

Officers also agree that greater use of template documents is needed and this work should follow on from the Policy review to ensure co-ordination but will prioritise wording of "outcome" templates to take this recommendation into account.

Recommendation 2: Review of Teignbridge Council website content

We understand that a review of the web site is already anticipated. This is welcomed.

The web site does contain information on enforcement and permitted development. Where possible Teignbridge Council Signposts national information rather than repeating it (this avoids the burden of maintaining the information, and the risk of offering out of date advice) Signposted information needs to be clear and navigable to support people "self-serving" and to minimise "Failure load" where a user cannot find the information they need, so they contact officers or members instead.

Moving content from documents to inline in web pages makes accessing the content more direct and flexible. When a web page is edited, the previous version may be lost. We must be able to audit what advice Teignbridge Council was offering at any given time so take steps to ensure that archive information is retained.

Officer Comment: (This is a web management not a Planning Issue – I have asked Media / Comms for their input) *Post O& S 2 comment: our website does not provide advice but signposts other sources of information – in part for this reason. We cannot hold an archive and if we did it would only ever be a snapshot.*

Recommendation 3: Social media output

Public perception of enforcement is important and social media is a good channel for this. We should consider offering planning and enforcement news on our social media channels. Members and community newsletters etc.

Where an enforcement notice has been raised, the privacy issues no longer apply. We should publish information about successful notices and good outcomes as we did recently for the high-profile fly tipping incident. This will help build confidence that enforcement actions do happen, even if we don't see any in our immediate neighbourhood. That builds confidence in general and reinforces the deterrent.

Officer Comment: The Planning Enforcement team does provide information through the Members' Newsletter when sites are cleared and Enforcement Appeal decisions are public and circulated to Members through our decision lists. We can work with Media and Comms to continue to do so and to highlight more widely as appropriate.

Recommendation 4: Communication with reporters

The New online portal should include some mechanism for updating reporters, ward councillors and parish councils on compliance queries.

This should not offer any information that breaches confidentiality, and so information will be limited. We consider there is still significant value even in simply confirming that a case is still open, and it has not been forgotten.

Wherever possible simple cases should be resolved rapidly. Teignbridge Council should consider making better use of parish and town councils. These are competent bodies and statutory consultees. They are often willing to assist. It would be helpful to clarify the role of parish and town councils within the enforcement policy.

We recommend some follow up contact to parish councils, sharing the revised policy, to build understanding of the process, and draw their attention to the timescales and other additions to manage expectations. Explain the CLOPUD and CLEUD processes and recommend their use to avoid enforcement problems.

Officer Comment: The proposed Review of our Policy provides an opportunity to be clear about the role of all parties in the enforcement process and will an updated framework about how we communicate with all parties once an enforcement matter has been logged with the LPA.

This can acknowledge the important role of Town and Parish Councils in the community.

We are planning T&PC training for the new year and can tie enforcement training into that. Other suggestions for possible briefings / topics for explaining would be welcome.

Recommendation 5: Consider the use of bonds

Teignbridge Council should consider the use of bonds in large developments, considering the limitations set out above in the section "completion issues on larger sites".

Officer Comment: Officers do not believe current powers allow this to take place. This can be kept under review.

Recommendation 6: Quarterly meetings on larger sites

The policy of quarterly meetings on larger sites has been limited due to covid and priority settings. These meetings should be actioned to help eliminate post development completion issues.

District councillors should be made fully aware of this procedure and encouraged to ensure that the meetings happen.

Officer Comment: Dates are being set for relevant sites. This process will continue to be embedded in our reviewed Policy for large major sites.

Recommendation 7: Drone Trial

We Recommend Teignbridge Council look at possible benefits of drone use and consider identifying an operator to run a trial.

Officer Comment: Current operational constraints are likely to preclude this however best practice and the legality around the use of drones will be monitored.

Recommendation 8: Planning training to reference enforcement

Some planning decisions are open to interpretation, some conditions are harder to enforce than others.

We should ensure that enforcement considerations are adequately reflected in the planning training for members so that planning decisions can be structured to reduce the likelihood of enforcement problems.

Training should also help members understand the limitations of enforcement and enable them to represent to process positively and realistically to councils and the public.

Officer Comment: Member training for Members interested in Planning and / those on Planning Committee specifically focussed on enforcement matters in 2021 and can do so again in the future. Other external training providers such as Ivy Legal, the LGA etc or others also offer training opportunities for Members that Councillors can investigate. Relevant opportunities identified by Officers are noted in the MNL.

Recommendation 9: Review progress

An Overview and Scrutiny committee should review the outcomes or progress of these recommendations 1 year after this report is adopted and if appropriate resolve to review again.

Officer Comment: This can be added to the Forward Plan for Member consideration.

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**Teignbridge District Council
Overview and Scrutiny 2
November 2022
Part i**

Report of Planning Enforcement Review Group

Purpose of Report

To Report to Overview and Scrutiny 2 on the findings of the Planning Enforcement Review Group.

Recommendation(s)

The Committee RESOLVES to:

Recommend to the Executive that the Development Management team implements the recommendations of the review group.

Financial Implications

There are no specific financial implications arising out of the report.

Martin Flitcroft Chief Finance Officer

Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

There are no specific legal implications arising out of the report.

Paul Woodhead Head of Legal Services and Monitoring Officer

Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

The Recommendations are not considered to change the level of operational risk for the Department

Ros Eastman Business Manager – Strategic Place

Email: rosalyn.eastman@teignbridge.gov.uk

Environmental/ Climate Change Implications

The impact of this report is neutral in this regard

Ros Eastman Business Manager – Strategic Place

Email: rosalyn.eastman@teignbridge.gov.uk

Report Author

Ros Eastman / Cllr Andy Swain

Email: Rosalyn.eastman@teignbridge.gov.uk andrew.swain@teignbridge.gov.uk

Executive Member

Cllr Gary Taylor

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thereby in effect, indemnifying the subject in writing.

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An Overview and Scrutiny committee should review the outcomes or progress of these recommendations 1 year after this report is adopted and if appropriate resolve to review again.

Officer Comment: This can be added to the Forward Plan for Member consideration.

October 2022

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Planning Enforcement In Teignbridge District Council

October 2022

A review by a task and finish group of
Overview and Scrutiny committee 2.

Final Report
Final version 1.0

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Abstract

A task and finish group has looked at the planning enforcement function in Teignbridge both the actual performance and the public perception of enforcement as an incentive to compliance. The work has included a review of neighbouring councils, Gathering evidence from Parish and Town councils in Teignbridge, Feedback from industry, and a review of the current Teignbridge Council operations. A number of recommendations have been identified.

Appendix

Terms of reference

Terms of reference for this group can be found online at:

<https://democracy.teignbridge.gov.uk/documents/s14240/TNF%20Enforcement%20ToR%20v4.pdf>

Method

Review of neighbouring councils

A similar investigation was carried out in Mid Devon District Council MDDC about 18 months earlier than this work. This included evidence of the different approaches adopted by neighbouring councils and the up-to-date evidence and conclusions have been used to inform this work.

Documents from that review are available online:

[https://democracy.middevon.gov.uk/documents/s18374/Scrutiny%20Planning%20enforcement%20enforcement%20Sept%202020.pdf](https://democracy.middevon.gov.uk/documents/s18374/Scrutiny%20Planning%20enforcement%20Sept%202020.pdf)

[Appendix 3 Other Council data.pdf \(middevon.gov.uk\)](#) contains details of the numbers of officers and cases for neighbouring councils. For comparison Teignbridge Council currently has around 300 cases open. This equates to 100-150 per enforcement officer. It is felt that Teignbridge Council performance in terms of staffing and caseload is broadly in line with other councils, especially after considering differences in reporting methods. Cornwall do not register trivial “no breach” cases, Teignbridge Council records all complaints that come in. This may mean a higher level of cases reported but is considered more accurate.

MDD has introducing [fees for compliance checks](#) similar to the fees charged by Teignbridge Council.

The final report is available at:

<https://democracy.middevon.gov.uk/documents/s22810/Planning%20Enforcement%20final%20report.pdf>

Community feedback

A request was sent to all parish and town councils in Teignbridge, including some background on the current approach and policies, and the scope of this task and finish group.

Responses were received from Newton Abbot Town Council, 2 other town councillors, and 9 parish councils.

Qualitative analysis has been used. This is appropriate, because sample size is small consisting of just 12 emails, but the responses are detailed and specific, in some cases a single email response represents the outcome of debate involving a parish council, and some include specific recommendations which we have considered. The results are analysed to identify helpful comments and suggestions and draw out repeating themes. These have fed directly into the recommendations offered by our group.

The following themes have been identified...

Positives

4 responses recognised the difficult job of carrying out enforcement in a constructive way, balancing sometimes conflicting needs, and remaining realistic and constructive.

e.g.

"...the hard-working staff within the Planning Department who have always been very courteous and professional in our interactions."

"[Teignbridge Council Enforcement policy] is a good document and should be publicised more widely."

Enforcement should be more robust

5 responses expressed concern that enforcement is not robust and effective.

e.g.

"The Councillors feel that a more robust approach in a speedier manner might achieve results"

"The community does not have trust that the Planning Enforcement will take action if a potential planning breach is reported."

"It was noted, that on occasion enforcement can be lacking."

Updates on specific cases

5 responses expressed concern and frustration that parish and town councils and the reporter are not kept informed of the progress of enforcement investigations, even though they may have raised the concern and have a duty to see that it is followed through.

e.g.

"It would be helpful for the Clerk to receive regular updates - especially on matters reported by themselves to Teignbridge Council."

"A recognition of parish council's role and the development of a Teignbridge Council/parish communication policy in this respect."

"There is virtually no emphasis on the complainant or reporter. I believe this policy needs a significant rewrite so that throughout, there is some consideration of the level of service we expect to offer to a community member who believes that harm is being done to the community through a planning breach and has taken the step of requesting action from the council."

This is a widely reported frustration. There is a clear tension between the quality of service in the form of updates to reporters, and the need for "innocent until proved guilty" confidentiality for the subject.

Slow

5 responses were concerned that the process is very slow.

e.g.

“This Policy also sets out ‘complaint’ priorities/timescales, with the ‘lowest priority having an investigation commenced and the complainant informed of progress within 25 working days. From the parish council’s experience and our local residents’ feedback, this clearly does not happen.”

It is noted that Enforcement inevitably works on long timescales. It must be established if a breach has occurred at all. If enforcement notices are issued time must be allowed for compliance, before court proceedings begin.

The long timescales coupled with the need for confidentiality, given that the subject may have done nothing wrong clearly leads to frustration.

Resolving cases quickly will clearly benefit all concerned.

Public confidence

5 responses referred to a lack of public confidence in the enforcement process.

e.g.

“Currently there is very little faith in the enforcement process and the system needs to be improved.”

“There are too many cases when conditions are not met and there are no consequences.”

While enforcement actions serve a purpose in rectifying an individual non-compliance, enforcement serves a wider purpose in incentivising compliance and maintaining public faith in the planning system. There is evidence that perception of the enforcement process needs improvement.

More enforcement resourcing needed

3 Responses indicated the view that further enforcement resourcing is needed.

e.g.

“My biggest concern is the lack of staff in this team and the underfunding that makes it extremely difficult to allow this Group to work effectively”

“There is not enough enforcement or planning officers.”

Resourcing is considered later after discussion with officers.

Teignbridge Council is too trusting

One response expressed concern that Teignbridge Council was too trusting of information from the developer, in assessing enforcement cases.

“in one of the cases the case officer was content with the developer’s answer that only a track was built in a forested area, even if the parish council sent several emails showing that there is a building there, with kitchen equipment having been delivered, a second building is being built, etc. The parish council’s emails were ignored.”

More information about policies and rights

3 responses asked for Teignbridge Council to provide more information about policies, processes and definitions of permitted development on the web site. These comments were specific to publishing the policies more freely, not expressing concern at the content of the policies.

e.g.

“Teignbridge Council to include a clause in 2.0 Objectives and General Principles that would make records of permitted development rights publicly available to inform wards and parishes.”

A Need for Planning decisions to anticipate enforcement needs

“The Enforcement team can only enforce what has been agreed by the Planning Permission documents issued”

It is noted that planning conditions are subject to 6 tests and should be...

- (i) Necessary.
- (ii) Relevant to planning.
- (iii) Relevant to the development.
- (iv) Enforceable.
- (v) Precise.
- (vi) Reasonable in all other respects.

Lack of cooperation with Building Control

2 responses were concerned at an apparent lack of cooperation between enforcement and building control.

Following Building Regulations is a requirement for any development and may not be explicitly referenced on any Planning Application. Developers have a separate duty to comply with building regulations, this is not the responsibility of planning enforcement.

Lack of cooperation with town and parish councils

In some cases, it was felt parish councils were under used.

e.g.

“The development of a consistent and valued working relationship between Teignbridge

Council's planning department management team and parish councils."

but in other cases, it was felt too much was asked of the parish council

"We are asked to provide photographs despite having told the department that this has led to physical and verbal intimidation. We were told that no action would be taken over this, but if it did become a dwelling, we were to report it. In view of [physical and verbal intimidation while] gathering evidence, this is not acceptable."

Parish and town councils currently have no special place or privilege in the enforcement policy, yet they are statutory consultees, democratic representatives of the community and typically have access to good local information. Parish councils can, if necessary, handle confidential information by invoking "part 2" during meetings.

Councils should be viewed as "valued colleagues" in the enforcement process, informed and listened to, but not placed at risk of harm. More clarity in this relationship would be welcome.

Confrontational Language

At times the language around enforcement is more confrontational than necessary, and what could be a simple enquiry can become a dispute.

"We do not and would not request enforcement action as we clearly understand that this is your statutory responsibility. Our requests for a 'determination' is intended as either a request for advice and guidance or to bring to your attention potential issues which have arisen. In either instance we would not consider these requests as being complaints."

There is a tendency to say, "Enforcement complaint" and "offender" when we could be saying "compliance enquiry" and "subject". If we can de-escalate the language around these cases, it becomes more acceptable to issue public updates on progress.

Amendments, deviations or non-completions in larger developments

"With one of the larger Developers [] we have footpaths shown on the original Plans connecting the new estate with the existing developments and providing a safe passage for those on foot with children to the centre of the town. It would appear that [the developers] have no intention of providing these footpaths!! This has been raised with Planning on multiple occasions, but we feel we are just being ignored."

"We see "Minor Amendments" being signed off just with a letter from Planning with no communication to those properties that it might affect and no opportunity for those residents to make any comments on these "Minor Amendments". Our local example was an original stone Barn to Garage / Games Room conversion that became a three-bedroom house. Walls originally were the original stone barn walls and now a two-story cement rendered wall facing the conservation area. None of the original Barn was preserved."

There are two issues here, amendments to the planning consent, and non-compliance with that consent. This seems to be a particular issue in larger developments and is considered in more detail later.

Other comments

“We also need to be a bit more relaxed on listed buildings where there is very little building change, like adding solar panel, and using different materials that last, but keep the same design. Thinking of climate change.”

"I understand the need to protect the anonymity and the innocence until proven otherwise of the subject of the complaint, but we must also offer some level of service to the complainant."

Feedback from industry

The group informally contacted 4 large developers. None were willing to offer formal written feedback to the council, but a general view was offered that enforcement has no teeth, no tools we can apply that have any impact. Developers can ride roughshod over the process and site managers do what they need to do, to get the site built. It was thought that site managers may be rebuked in public but congratulated in private for getting the job done.

Review of Teignbridge Council current operations

Privacy vs quality of service

Several of the themes raised by town and parish councils relate to the clear tension between the quality of service in the form of updates expected by reporters including parish councils and the need for "innocent until proved guilty" confidentiality for the subject, who may have done nothing wrong. This is a concern that comes out in a number of the themes and could be improved in several ways.

- Resolving cases more quickly, especially simple cases.
- Providing some limited and appropriate feedback to the reporter. Just a record that the case is still open would help.
- Calming of the language from "complaint" to "enquiry" will reduce the need for privacy and make it more acceptable to update reporters in more detail.

Resourcing

The Enforcement team under Ros Eastman is Steve Hobbs Snr enforcement officer. Peter Howell who has moved in from environmental health, and Maria Spragg. There is some crossover between enforcement and planning officers.

Additional resourcing for planning was promised by the current administration in 2019.

A two-year budget was identified but due to covid no progress was made for a year. By May 22 there was still no-one in post with less than a year of funding remaining. An additional member of planning team starting on 28/3/22 as a planning officer with a view to re-shaping the team to best advantage.

Unfortunately, some long-term sickness and a staff departure mean that little benefit has been seen in this area. It is felt that additional resource would still be helpful, but it may not be cost effective to aim for a new full-time officer, and there may be other methods can offer as much improvement.

Teignbridge Council Enforcement policy and process documents

These policies have been reviewed by the group. The intent laid out in the [Teignbridge Council](#)

[Enforcement policy](#) was considered good. The [Teignbridge Council enforcement process document](#) is a leaflet that summaries the policy in an accessible way. This is also considered helpful.

In the policy document...

1.1 States that this policy will be reviewed annually. The current policy available on the Teignbridge Council Website appears to be dated 2017 and is labelled Draft.

The planning enforcement process document on the website includes a flow chart. More could be made of indicative timescales in these documents. This would give a clear performance target to the team but would also manage expectations given the nature of the enforcement process which does inevitably take time if enforcement orders, and court action are needed.

Enforcement policy 1.3 and 1.4

“Maintaining public confidence in the planning system” is an important part of the enforcement process. This is well stated in the policy, but the public perception of performance in this area is poor.

It is noted that “keeping all interested parties updated” and “Takes action... that is timely” are good aspirations, but as noted elsewhere, these are areas for improvement.

Template Wording

Planning use template wording to advise about planning outcomes including possible future problems after "Breach no merit in pursuing". This wording was reviewed.

“The failure to submit a planning application in these circumstances is not of itself an offence. I must therefore consider whether it is expedient to take enforcement action to remedy the breach of planning control. In this instance, having considered the situation carefully and taking into account Government advice I am of the view that there is no enforcement action that I would recommend therefore no further action will be taken by the Authority and the case will be closed.”

“It should be noted that unless planning permission is obtained for the development, it may affect any future sale of the property.”

This wording was considered too mild and does not adequately convey that a breach has occurred. It is also noted that telling the subject in writing that no further action will be taken has in effect given them immunity from the very problem we are supposed to be warning them about. Other options include telling the applicant by phone that no further action will be taken, and charging them for written confirmation, or stating in a much more qualified way that action could follow in future, to make it clear that the option remains open and to avoid offering free documented immunity.

Completion issues on large sites

There are concerns about loose ends on larger sites, where planning conditions are removed or ignored.

Teignbridge Council are currently preparing a report on Major (>10 houses or 1000m2) section 73 applications. A section 73 application is to deliver a planning application without conditions that were previously imposed.

There is also a project to digitise S106 requirements making it easier for officers to check online if conditions are complied with.

A developer on a large site can be required to create a bond where funds are held by the council as security. If the developer fails to meet their commitments, the bond money can be used. Care is needed, in that planning rules are neutral and compliance with previous applications should not be considered. Bond setting must be transparent and fair. DCC Use bonds in some planning cases where highways development is involved. It may be that there is no legal provision for bond use where there is no highways development.

The enforcement policy was extended in 2017 to include a procedure for monitoring major development sites. Planning officers should organise periodic site tours with developers and the local Ward Councillor(s) to identify issues. This should be included as a planning condition.

It seems that this has not been happening during the pandemic, nor in the years leading up to it. This is being rectified now and a programme of visits in accordance with the policy is being established on the following sites:

- Hele Park, Newton Abbot
- Whitehill, Newton Abbot
- Bradley Barton, Newton Abbot
- Challabrook, Bovey Tracey
- Southwest Exeter
- Rocklands, Chudleigh
- Langdon Hospital, Dawlish
- TE3 West Higher Exeter Road, Teignmouth

Current Outcomes and Breach No Merit in pursuing

One trigger for undertaking this work is the monthly report of enforcement cases closed, which contains what was felt to be a high number of "Breach No Merit in pursuing" outcomes.

We have reviewed the outcomes for 4 months prior to March 2022 and grouped the outcomes into 3 categories by asking - was there actually a breach? and if so, was it remedied?

Breach remedied	Breach, not remedied	No breach
29.8%	20.6%	49.6%

Breach not remedied only accounts for 20% of the outcomes and it should be noted this includes

cases where enforcement is not possible because the breach was historic, and it includes cases where a breach has occurred, but permission would have been granted anyway.

Drones

Drone use has implications including Civil Aviation Authority (CAA) regulations (licensed pilots for drones over 250g in weight) Data Protection regulation, and Liability insurance and Safety issues, however these are all soluble, most easily by contracting a third-party operator with those things in place.

In October 2020 there were 24 local authorities registered with the CAA as commercial drone operators including Torridge District Council, Sandwell and Basildon. More councils are using third-party operators.

In other councils, flights are specific in their intended purpose, gathering evidence for open cases, not speculative or spying. Drones are a tool in the box, used where appropriate, e.g., untidy land, concealment.

Concealment

Recent changes in legislation bring in more powers on concealment. These powers are not reflected in our current enforcement policy. The new powers are detailed in the Government guidelines document <https://www.gov.uk/guidance/ensuring-effective-enforcement>

Pre-application advice

Enforcement policy 2.1 reads *“To reduce the need for enforcement by encouraging the public to seek pre-planning advice.”*.

Teignbridge Council no longer offer free planning advice because of the cost in officer time of ensuring that advice is sound. This may lead to more breaches and more enforcement cases. People may be encouraged to take a chance which is likely to result in “Breach, no merit in pursuing” thereby undermining confidence in planning. It was considered if withdrawing free advice might be a false economy.

Offering free advice takes officer time and therefore cost. If advice is to be given, based on the exact case, it takes just as long to formulate as to research a certificate of lawfulness. More general advice can be offered but this is of less value to the enquirer and is likely to result in wrong answers in some cases, further frustration, and ultimately more enforcement. An hour of officer time is valued around £40 when considering chargeable services.

Some councils operate a duty telephone service, where people can pay a fee for a telephone appointment to discuss a case with officers. South Hams do this.

Teignbridge Council offers the Certificate of Lawful Proposed Use or Development (CLPUD also known as a CLOPUD) for £103 or a Certificate of Lawful Existing Use or Development (CLEUD).

There are two government digital programs BoPS (Back-office planning system) and RIPA (Reducing Invalid Planning Applications). These are expected to be accessible by applicants and will digitise the CLOPUD process. It is hoped this will help.

Recommendations

Recommendation 1: Review of enforcement policy and process documents

Teignbridge Council Should Update the enforcement policy as soon as possible, this is overdue. Current policy states it should be reviewed annually, but it appears to be as it was in 2017. We recommend it does not need annual review, but every 2 years, or in response to relevant changes in law, would be adequate.

We recommend some indicative timescales added to the Process document, to clarify the expected level of service for reporters, but also to manage expectations, in allowing for compliance periods, and legal processes where simple resolutions are not achievable.

We recommend where possible adjusting the language in the policy e.g., "enquiry" rather than "complaint", "subject" rather than "offender", and consider "compliance" rather than "enforcement".

We recommend the Policy should include or refer to the new national powers relating to concealment

We recommend reviewing the template wording for responses and especially strengthening that used to notify "breach no merit in pursuing". Wording should convey the risks that may result, following a breach, and should reserve the option of future action. The current wording states that Teignbridge Council will take no further action, thereby in effect, indemnifying the subject in writing.

Recommendation 2: Review of Teignbridge Council website content

We understand that a review of the web site is already anticipated. This is welcomed.

The web site does contain information on enforcement and permitted development. Where possible Teignbridge Council Signposts national information rather than repeating it (this avoids the burden of maintaining the information, and the risk of offering out of date advice) Signposted information needs to be clear and navigable to support people "self-serving" and to minimise "Failure load" where a user cannot find the information they need, so they contact officers or members instead.

Moving content from documents to inline in web pages makes accessing the content more direct and flexible. When a web page is edited, the previous version may be lost. We must be able to audit what advice Teignbridge Council was offering at any given time so take steps to ensure that archive information is retained.

Recommendation 3: Social media output.

Public perception of enforcement is important and social media is a good channel for this. We should consider offering planning and enforcement news on our social media channels. Members and community newsletters etc.

Where an enforcement notice has been raised, the privacy issues no longer apply. We should publish information about successful notices and good outcomes as we did recently for the

high-profile fly tipping incident. This will help build confidence that enforcement actions do happen, even if we don't see any in our immediate neighbourhood. That builds confidence in general and reinforces the deterrent.

Recommendation 4: Communication with reporters

The New online portal should include some mechanism for updating reporters, ward councillors and parish councils on compliance queries.

This should not offer any information that breaches confidentiality, and so information will be limited. We consider there is still significant value even in simply confirming that a case is still open, and it has not been forgotten.

Wherever possible simple cases should be resolved rapidly.

Teignbridge Council should consider making better use of parish and town councils. These are competent bodies and statutory consultees. They are often willing to assist. It would be helpful to clarify the role of parish and town councils within the enforcement policy.

We recommend some follow up contact to parish councils, sharing the revised policy, to build understanding of the process, and draw their attention to the timescales and other additions to manage expectations. Explain the CLOPUD and CLEUD processes and recommend their use to avoid enforcement problems.

Recommendation 5: Consider the use of bonds

Teignbridge Council should consider the use of bonds in large developments, considering the limitations set out above in the section “completion issues on larger sites”.

Recommendation 6: Quarterly meetings on larger sites

The policy of quarterly meetings on larger sites has been limited due to covid and priority settings. These meetings should be actioned to help eliminate post development completion issues.

District councillors should be made fully aware of this procedure and encouraged to ensure that the meetings happen.

Recommendation 7: Drone Trial

We Recommend Teignbridge Council look at possible benefits of drone use and consider identifying an operator to run a trial.

Recommendation 8: Planning training to reference enforcement

Some planning decisions are open to interpretation, some conditions are harder to enforce than others.

We should ensure that enforcement considerations are adequately reflected in the planning training for members so that planning decisions can be structured to reduce the likelihood of enforcement problems.

Training should also help members understand the limitations of enforcement and enable

them to represent to process positively and realistically to councils and the public.

Recommendation 9: Review progress

An Overview and Scrutiny committee should review the outcomes or progress of these recommendations 1 year after this report is adopted and if appropriate resolve to review again.

Appendix

References

Terms of Reference for this group can be found online at:

<https://democracy.teignbridge.gov.uk/documents/s14240/TNF%20Enforcement%20ToR%20v4.pdf>

Current Teignbridge Council Enforcement policy:

https://www.teignbridge.gov.uk/media/1590/enforcement_policy-updated-30-june-2017.pdf

Current Teignbridge Council Enforcement process:

<https://www.teignbridge.gov.uk/media/1591/planning-enforcement-process.pdf>

Mid Devon Enforcement Investigation Documents:

<https://democracy.middevon.gov.uk/documents/s18374/Scrutiny%20Planning%20enforcement%20Sept%2020.pdf>

also: [Appendix 3 Other Council data.pdf \(middevon.gov.uk\)](#)

Final report:

<https://democracy.middevon.gov.uk/documents/s22810/Planning%20Enforcement%20final%20report.pdf>

Membership

The Task and finish group was composed of:

Cllr Andy Swain (chair)

Cllr Phil Bullivant

Cllr Chris Clarence

Cllr Rob Hayes

Cllr Colin Parker

and was assisted by

Cllr Lin Goodman Bradbury (chair of planning)

Ros Eastman (Planning officer)