

E-mail: comsec@teignbridge.gov.uk

26 May 2023

EXECUTIVE

A meeting of the **Executive** will be held on **Tuesday, 6th June, 2023** in the **Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX** at **10.00 am**

PHIL SHEARS
Managing Director

Membership:

Councillors H Cox, Goodman-Bradbury, Jeffries, Keeling (Deputy Leader), Nutley, Nuttall, G Taylor, Wrigley (Leader) and Hook

Please Note: The public can view the live streaming of the meeting at [Teignbridge District Council Webcasting \(public-i.tv\)](#) with the exception where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

AGENDA

Part I

1. **Apologies for absence**
2. **Minutes** (Pages 3 - 6)
To approve and sign the minutes of the meeting held on 4 April 2023.
3. **Declarations of Interest (if any)**
4. **Executive Forward Plan**
To note forthcoming decisions anticipated [on the Executive Forward Plan](#)

5. **Public Questions (if any)**

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.

6. **For Information - Waiver**

The following waiver was approved: _

Provision of RNLI Lifeguard service. The RNLI has provided a lifeguard service on the beaches of Teignmouth and Dawlish Warren for 14 years. This is a service that cannot be provided in-house, and the Council have not been able to source an alternative provider. Value £50,046.

7. **Newton Abbot and Kingsteignton Garden Community Use of capital grant funds towards the delivery of phase 1 of the Ogwell Strategic Link** (Pages 7 - 28)
8. **Housing Financial Assistance policy** (Pages 29 - 72)
9. **Community Building Investment - Highweek Scout Hut** (Pages 73 - 86)
10. **Adoption of Ipplepen Neighbourhood Development Plan** (Pages 87 - 90)

If you would like this information in another format, please telephone 01626 361101 or e-mail info@teignbridge.gov.uk

EXECUTIVE

4 APRIL 2023

Present:

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

Officers in Attendance:

Democratic Services Team Leader & Deputy Monitoring Officer
Head of Place & Commercial Services
Project Officer
Green Spaces Projects Officer
Chief Finance Officer & Head of Corporate Services
Grounds Maintenance Officer
Green Infrastructure Officer,
Managing Director
Assets Manager

These decisions will take effect from 10.00 a.m. on 11 April 2023 unless called-in or identified as urgent in the minute

25. MINUTES

The minutes of the meeting held on 13 March 2023 were agreed as a correct record and signed by the Chair.

26. EXECUTIVE FORWARD PLAN

RESOLVED that the Forward Plan be noted.

27. DECLARATIONS OF INTEREST (IF ANY)

None.

28. LAWN TENNIS ASSOCIATION TEIGNBRIDGE DISTRICT COUNCIL TENNIS COURTS REFURBISHMENT.

The Executive Member for Sport, Recreation and Culture presented the report which sought approval for the capital expenditure of £244,256 to refurbish council owned tennis courts in the following locations within the district – Teignmouth Den x one; Newton Abbot Bakers Park x three and Forde Park x three; Buckfastleigh Duckspound Road, x one.

The Local Ward Member for Buckfastleigh spoke on this item.

A Member asked if funding for one of the courts at Bakers Park could be reallocated for a court at the Multi Use Games Area in Osborne Park. Executive asked officers to approach the Lawn Tennis Association to explore this suggestion.

RESOLVED that:-

- (1) A total capital budget expenditure of £244,256 for refurbishment works to council owned tennis courts at the four green space sites detailed in the report be approved. The expenditure to comprise of:
 - £100,475 Active Leisure S106 contributions
 - £4,000 capital receipts
 - £139,781 LTA grant; and
- (2) The adoption of the low-cost affordable charging model as laid out at paragraphs 1.9, and 3 of the circulated report be approved, with concessionary and free provision integrated alongside it.

29. NATIONAL CYCLE NETWORK ROUTE 2 (NCN2) IMPROVEMENTS PROJECT & PARKING MODIFICATION, FUTURE HIGH STREET FUND

The Executive Member for Economy and Jobs presented the report which provided details for the provision of a high-quality bi-directional bicycle route through the spur of Cricketfield car park, forming part of the highly acclaimed National Cycle Network Route 2 (NCN2), alongside realignment of car parking with a reduction of up to 23-spaces, from the existing 341 spaces.

An amendment to the recommendation to include in recommendation (2) the addition of *'in consultation with the appropriate Executive Members(s)'* and an additional recommendation (3) *'To confirm that proposals to replace car park spaces will not involve the loss of trees in the car park'* were agreed by the Executive.

Members raised concerns regarding adequate signage to protect cyclist at the junction of Albany Street with Cricketfield Car Park, as motorist often get confused and pull out.

Officers clarified that a brightly coloured road marking would be painted at this junction with a bicycle symbol to make it clearer to anticipate bicycles passing across that junction regularly.

RESOLVED:-

- (1) To approve the delivery of a high-quality bi-directional bicycle route through the spur of Cricketfield car park (as in Appendix 1); and
- (2) To delegate the authority to the Head of Place & Commercial Services in consultation with the appropriate Executive Member(s) to oversee the proper delivery of the NCN2 improvements project as part of the wider Newton Abbot Future High Street Fund package.

(3) To confirm that proposals to replace car park spaces will not involve the loss of trees in the car park.

The vote was unanimous.

30. UPDATE FUTURE HIGH STREET FUND

The Executive Member for Economy and Jobs presented the report which provided an update on the progress of the Future High Street Fund Newton Abbot and to determine a heating solution based on the confines of working within a listed building as well as those environmental factors that impact on the Council's carbon reduction action plan.

All Executive Members voiced their serious concerns regarding the use of gas as a way of heating the hall and stated that they could not support this recommendation.

The Head of Place & Commercial Services and Asset Manager having taken advice stated that there was not an electrical solution that would effectively and efficiently heat the space in a way that prospective tenants and users would find comfortable.

The Chief Finance Officer advised that not taking forward the use of gas as the most efficient way of heating the hall was risking the viability of the whole project.

RESOLVED that the updated report be noted.

The vote was unanimous.

The meeting started at 10.00 am and finished at 11.10 am.

Chair

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Teignbridge District Council
Committee name: Executive Committee
Meeting date: 6th June 2023
Part i

Report Title
Ogwell Strategic Link, phase 1 delivery

Purpose of Report

To enable delivery of phase 1 of the Ogwell Strategic Link using £190,000 externally awarded funding from Homes England (available for spend during the 2023/24 financial year only). Phase 1 focuses on the Baker's Park area.

Recommendation(s)

The Executive approval for the following:

- (1) To approve implementation of phase 1 of the Ogwell Strategic Link cycle and pedestrian route using £190,000 government grant funding; and
- (2) To delegate authority to the Head of Place & Commercial Services to finalise agreements with Devon County Council as necessary to secure delivery of the project.

Financial Implications

The financial implications are detailed in Section 3.1.

Martin Flitcroft
Head of Corporate Services
Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

See section 3.3

Paul Woodhead
Head of Legal Service & Monitoring Officer
Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

The project delivery process includes safety assessment/risk assessment process.
See Section 4 below

Also see Equality Impact Assessment summary (paragraph 3.4.2), and the full EqIA in Appendix 4.

Estelle Skinner
Green Infrastructure Officer
Email: estelle.skinner@teignbridge.gov.uk

Environmental/ Climate Change Implications

See section 3.5 below.

William Elliot
Climate Change Officer
Email: William.elliott@teignbridge.gov.uk

Report Author

Estelle Skinner, Green Infrastructure Officer (Spatial Planning)
Email: estelle.skinner@teignbridge.gov.uk

Executive Member

Cllr Gary Taylor, Executive Member for Planning and Building Control

Appendices/Background Papers

Appendix 1 – National Cycle Network map (in & surrounding Newton Abbot)
Appendix 2 – illustrative alignment plan, Ogwell Strategic Link (phase 1 highlighted)
Appendix 3 – illustrative general arrangement plan for phase 1, Ogwell Strategic Link
Appendix 4 – Equality Impact Assessment for Ogwell Strategic Link

1. Introduction/Background

- 1.1 The Ogwell Strategic Link project objective is delivery of a shared off-road bicycle and walking route between Newton Abbot and Ogwell, to enable significantly more appeal and safety for cycling. This would be done via predominantly off-road provision, as an alternative to on-road travel along the busy and constrained Totnes Road A381.
- 1.2 Devon County Council and Teignbridge District Council work closely together on delivery of strategic active and sustainable travel projects within Teignbridge. Devon County Council was granted conditional planning permission for the Ogwell Strategic Link in January 2019. Teignbridge Highways and Traffic Orders Committee (HATOC) approved the overall route delivery in November 2019.
- 1.3 In 2019, the Council declared a Climate Change Emergency, became a signatory of the Devon Climate Emergency, and is producing a Teignbridge Carbon Action Plan. The delivery of active and sustainable travel improvements is recognised as one of the important responses to the Climate Emergency, with transport being the largest sector of greenhouse gas emissions in Teignbridge.

- 1.4 Supporting high-quality active journeys also aligns with core Council strategic objectives:
- Moving up a Gear
 - Out and About and Active
 - Action on Climate
 - Great Places to Live & Work
- 1.5 The Ogwell Neighbourhood Plan (Policy TP01) recognises the need to better connect between Ogwell and Newton Abbot with safe paths and cycleways. Ogwell Parish Council were not in objection to the planning application. They noted the need for particular consideration in relation to Bunting Close to support safe shared-use with off-road width constraints and to ensure safety when joining on-road. This will be delivered via a following phase and the detailed design will include appropriate safety review process.
- 1.6 The Newton Abbot Neighbourhood Plan recognises the benefits of appealing and safe connectivity for on-foot and bicycle travel with local residents highlighting the need to make the town 'greener' by improving access to cycleways. Newton Abbot Town Council were not in objection to the planning application. They raised a concern about visibility and user safety at the upper (southern) end of Steppes Meadow where it joins Totnes Road A381. As part of the project delivery, the County Council (in 2021) adapted the alignment of the junction markings at Steppes Meadow and Totnes Road A381 junction, to improve safety (in particular for more vulnerable users).
- 1.7 The Heart of Teignbridge Local Cycling and Walking Infrastructure Plan (LCWIP) was produced during 2021 to 2022 and included a formal public consultation in autumn 2021. The consultation showed good overall support for the proposals. The LCWIP recognises the route needs that are already in progress, including Ogwell Strategic Link with potential future links to the development areas of Wolborough.
- 1.8 The Newton Abbot and Kingsteignton Garden Community status was awarded by Homes England in 2019, to help revitalise neighbourhoods and shape significant developments and facilities for local communities. Homes England has awarded £190,000 capital funding towards Ogwell Strategic Link, for use in 2023/24. The Garden Community website includes information about the route as well as other active travel priorities and recent progress: [Local Cycling and Walking Infrastructure Plan \(LCWIP\) \(arcgis.com\)](https://arcgis.com)

2. Report Detail

2.1 Overall route alignment & existing/future potential connectivity

- 2.1.1 Appendix 1 shows the sections of National Cycle Network (NCN) routes in and surrounding Newton Abbot (orange lines are off-road provision and blue lines are on-road provision). The Ogwell Strategic Link will help to enable the following existing and proposed future connections:

- Linking Ogwell into the Newton Abbot town centre and railway, which is accessible via the National Cycle Network Route 2 (NCN2).
- Linking Ogwell (via Newton Abbot and Kingsteignton) into the National Cycle Network Route 28, Stover Trail and Wray Valley Trail.
- Possible future connectivity from NA3 growth areas into Newton Abbot town centre, by linking into the Ogwell Strategic Link at Bradley Road / Beverley Way.
- Future delivery proposals (NCN2), Teign Estuary Trail between Newton Abbot/Kingsteignton, Teignmouth and Dawlish, connecting into the existing Exe Estuary Trail to Exeter and Exmouth.
- Future delivery proposals, to link into Torbay into the from Newton Abbot, extending the NCN2 or NCN28.

2.1.2 Appendix 2 shows the illustrative alignment of the Ogwell Strategic Link, with Steppes Meadow and Baker's Park at the eastern extent and Bunting Close at the western extent. Phase 1 focuses on the Baker's Park area including formalising ownership of Steppes Meadow (subject to due process) and delivering the stretch of route past the tennis courts (see phase 1 highlighted in Appendix 2). Subsequent phases will be required prior to fully opening the route for use, which will be to connect into Beverley Way and onward via Bunting Close into Ogwell. However, upfront benefits from phase 1 will be formalising the maintenance for Steppes Meadow (subject to due process), which is currently unregistered land.

2.2 Local Input, byelaw process & route design information

2.2.1 There is currently a byelaw in place against bicycle riding in Baker's Park and four other local parks in Newton Abbot (Courtenay, Forde, Osborne, Powderham). Full Council in February 2022 approved following the process to consider amending the byelaw to enable bicycle riding suitable future routes. The byelaw amendment process is subject to public consultation and approval by the relevant government department.

2.2.2 The public consultation was held during December 2022 and January 2023, and the public consultation feedback report is available on the Council website (consultations pages) and on the Newton Abbot Garden Community website. There was good overall support for amending the byelaw, with a focus on how future routes are designed (either segregating walkers and bicycle riders or ensuring sufficient width, visibility and promotion of respectful behaviour on shared routes). There were multiple comments from respondents about the need for a safe bicycle route between Ogwell and Newton Abbot, flagging the risk of using the Totnes Road A381.

2.2.3 The illustrative general arrangement plan for phase 1 can be seen in Appendix 3. The shared-route will follow the southern path through Baker's Park, which has fairly low levels of footfall, whereas the northern path is well used by dog-walkers and other walkers such as family groups. The width will be 3m minimum. There will be signage to promote respectful behaviour and to

encourage low speeds on-bicycle (signage install timing is likely to be once the route is fully opened).

- 2.2.4 The footbridge over the River Lemon (see this labelled in Appendix 2) that connects into Steppes Meadow and Baker's Park is below a suitable width for riding a bicycle and the railings are too low for formal safety of riding a bicycle over the footbridge. Dismounting and pushing bicycles over the bridge is not ideal, and so there has been an initial feasibility and broad cost estimate in the region of £150,000 for a replacement bridge of 4m usable width (this allows for investigation of ground conditions but does not allow for meeting any challenging ground conditions that may be encountered, nor does it allow for any land agreements or permits).
- 2.2.5 There is a vehicular access permitted for No.4 Totnes Road, for access to No.4 via Steppes Meadow and the southern path through Bakers Park. However, vehicular trips are likely to be, and remain, low in volume and speed. The Council could consider further measures to control misuse of this access if the need arose at a later stage.

3. Implications, Risk Management and Climate Change Impact

3.1 Financial

- 3.1.1 Steppes Meadow is currently unregistered and there is not any maintenance responsibility on either Teignbridge District Council or Devon County Council. However, in the interests of the Ogwell Strategic Link delivery and ongoing maintenance, Devon County Council will take steps to formally register Steppes Meadow as Highway Maintainable at Public Expense (HMPE).
- 3.1.2 Devon County Council will complete a Deed of Dedication with Teignbridge District Council, for the new stretch of route alongside the tennis courts in Bakers Park. Devon County Council will then maintain that new stretch in Bakers Park. There is anticipated to be fairly minimal changes to the lifespan and maintenance needs of the existing southern path via Bakers Park, as bicycles are lightweight vehicles. This will remain under Teignbridge District Council maintenance.
- 3.1.3 The Ogwell Strategic Link is a Teignbridge District Council capital project. Phase 1 will be delivered using external funding of £190,000, which have awarded for this purpose by Homes England. This is a Garden Communities Funding Allocation 'infrastructure funding' and the funds are held by Teignbridge District Council. The spend by date is 31st March 2024.
- 3.1.4 Further funding will be required for future completion of the overall route link. This will be sought by the County Council, with relevant officer support from Teignbridge District Council. The County Council, as Highway Authority, is the lead on the delivery of the project.

3.2 Economic opportunities

3.2.1 There are economic benefits that can be generated from provision of high-quality active travel provision, in particular goods and services demand from high-quality multi-user trails, which can benefit the towns and villages linked to those trails. See the link below, which evidences positive goods and services benefits related to multi-user trails in Devon. Ogwell is currently fairly isolated in terms of ease of access to safe bicycle routes, for example linking into the National Cycle Network.

https://www.northdevonbiosphere.org.uk/uploads/1/5/4/4/15448192/sqw_devon_cycling_and_walking_trails_economic_impact_report.pdf

3.2.2 In the public consultation held in 2019, on the National Cycle Network Route 2 (NCN2) Improvements in Newton Abbot central vicinity (66-respondents), just shy of 25% of respondents already use their bicycle for shopping trips in town, and a total of 60% of respondents said they would use their bicycle for shopping trips in town if the improvements to NCN2 were carried out. This does not include Ogwell but indicates some of the potential benefits that may be realised, alongside important wellbeing and environmental benefits. indicates similar benefits from wider connectivity improvements to the NCN2. For further information, please see [National Cycle Network Route proposals - feedback - Teignbridge District Council](#)

3.3 Legal

3.3.1 There is the need to complete the byelaw amendment process, in relation to which all necessary committee decisions have been made. A report is due to be submitted to the relevant government department in May 2023 and the response should be received by July 2023. There is a low risk of refusal based on the predominantly positive public consultation response and the safety benefits of an alternative route by bicycle away from Totnes Road A381, via the shared off-road provision. Phase 1 construction works would not commence until late in 2023.

3.4 Risks

3.4.1 As with any public provision, suitable design is important, and respectful behaviour by users is also particularly important. Route signage will function as a visual reminder of the expectation of respectful use by all. Ongoing feedback on route outcomes will be requested via the Teignbridge Cycle Forum, which is held biannually and is open to anyone interested in local active and sustainable travel.

Risks related to practical aspects of delivery are weather and ground conditions. This is mitigated by building relevant contingency into the delivery timeframe to allow for any unavoidable slippage. This will reduce risk of slippage beyond the spend date of 31st March 2024. In terms of finances, inflation pressures may continue to notably affect costs of project delivery, and this is mitigated by building relevant contingency into the cost estimate to allow for continued high levels of inflation. The adoption of Steppes Meadow

involves a low risk, as the process includes advertising a public notice and any representations will be properly considered.

- 3.4.2 An Equality Impact Assessment form has been completed and is in Appendix 3. A brief summary of this is below:

<p>Summary of significant negative impacts and how they can be mitigated or justified:</p> <p>The byelaw consultation feedback noted the importance of ensuring good quality design and encouraging respectful behaviour by all users (such as clear and appropriate signage), to limit risk of impact on more vulnerable pedestrians on shared-use provision (ie – shared provision by those on-foot and on-bicycles).</p>
<p>Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:</p> <p>Provision of safe off-road routes for those on-bicycles and on-foot often encourages increased levels of uptake and uptake by a greater diversity of local communities and visitors. The byelaw consultation feedback noted the challenges of on-road travel using the busy and constrained Totnes Road A381, and the lack of safe and appealing connectivity for those on-bicycle to travel between Ogwell and Newton Abbot.</p>

3.5 Environmental/Climate Change Impact

- 3.5.1 The project aligns with various objectives within the Devon Carbon Plan and emerging Teignbridge Carbon Plan. A cohesive active travel network can support a significant improvement in health and wellbeing for the individuals taking part in active travel as well as for the wider local community via environmental benefits. There is a certain amount of embedded carbon at any scale of new or improved provision but as phase 1 is being delivered utilising the existing provision and a relatively short stretch of new provision with some Cell-web (not impermeable tarmac) surfacing there will be a reduced level of embedded carbon.

4. Alternative Options

- 4.1 An alternate option was considered via the Bradley Manor grounds, which is managed by National Trust. However, due to the volume of pedestrian usage this was not considered feasible by the Trust.
- 4.2 The funding was originally dedicated by Homes England towards the Bradley Lane Bus Link project. Following public consultation on this project in Autumn 2022, we informed Homes England that we would not be able to take this project forward. Officers worked closely with Homes England to explore the potential for other unfunded active/sustainable travel schemes to benefit from the funding instead. Homes England were amenable to this on the basis that schemes should benefit from local support, could be implemented immediately and would benefit the Newton Abbot and Kingsteignton Garden Community area.

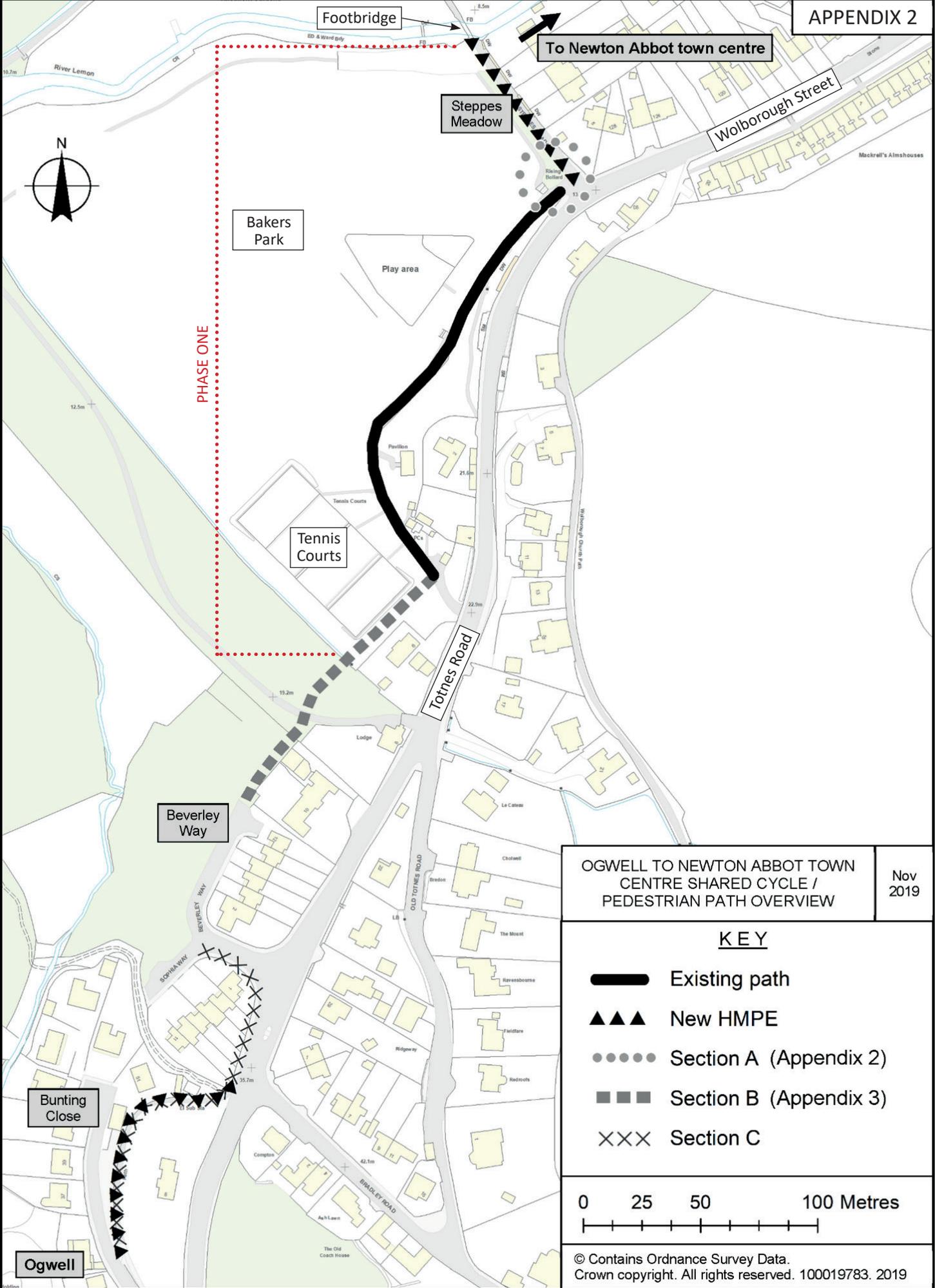
- 4.3 The Jetty Marsh link was identified as a possible option that might free up funds for other projects like the Ogwell Strategic Link. However, Homes England's preference was for the funds to be directed straight to the Ogwell Strategic Link. No other relevant schemes are ready for immediate implementation. Ogwell Strategic Link has planning permission, has formed part of multiple public consultations (planning application consultation, Heart of Teignbridge Local Cycling and Walking Infrastructure Plan consultation, and Newton Abbot bicycle riding and parks byelaw consultation), and already has Devon County Council approval for delivery.
- 4.3 No action would result in no safe route for bicycles between Ogwell and Newton Abbot.

5. Conclusion

- 5.1 The Ogwell Strategic Link will support safe and appealing bicycle travel between Ogwell and Newton Abbot town centre, railway and onward leisure routes that are nationally recognised.
- 5.2 The external funding from Homes England for Phase 1 of the Ogwell Strategic Link is available for spend during 2023/24 financial year only. Positive and timely delivery of external funding is important, so funders see evidence that funds awarded for improvements to benefit communities in the Heart of Teignbridge will be used accordingly.

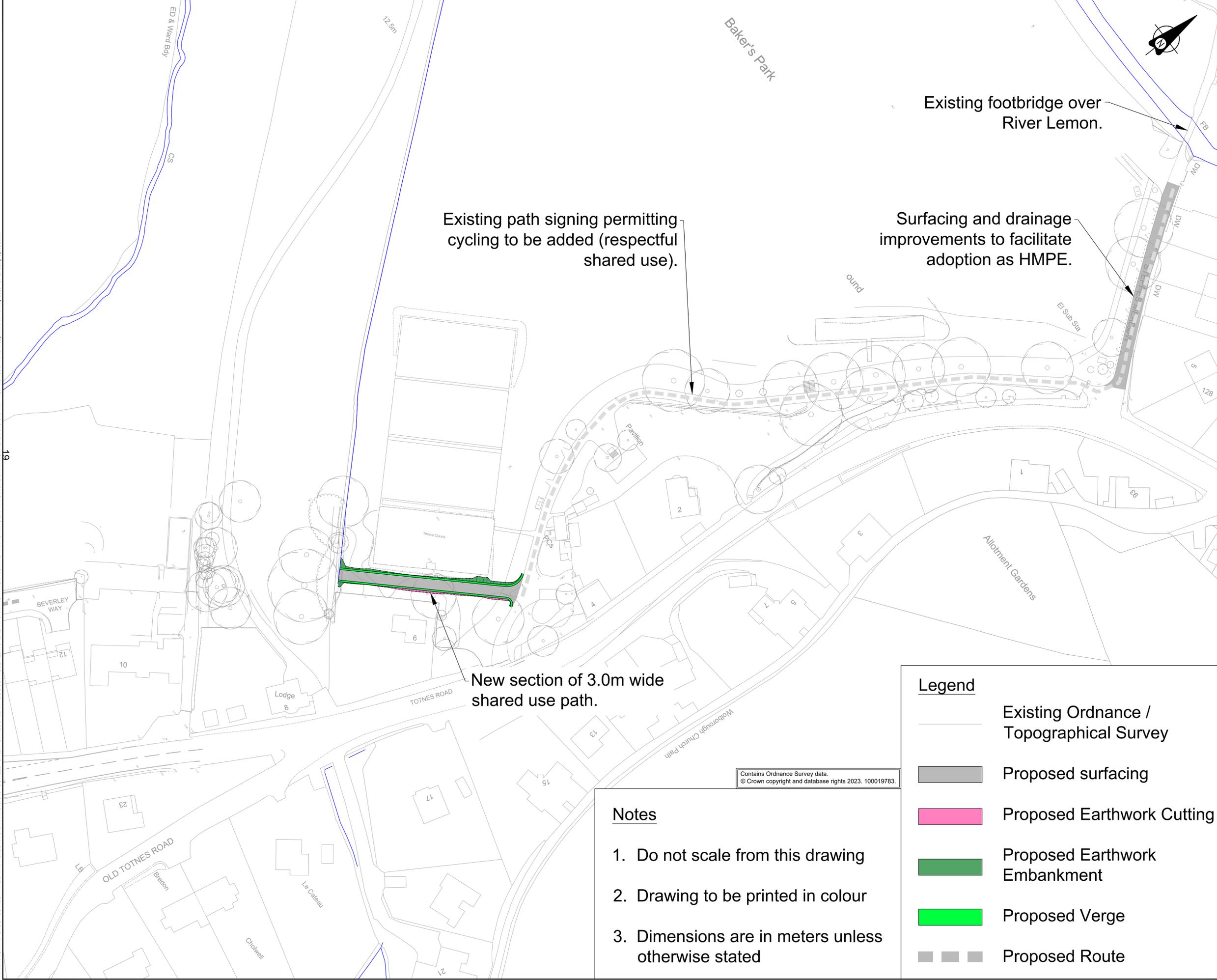


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OGWELL TO NEWTON ABBOT TOWN CENTRE SHARED CYCLE / PEDESTRIAN PATH OVERVIEW		Nov 2019
KEY		
	Existing path	
	New HMPE	
	Section A (Appendix 2)	
	Section B (Appendix 3)	
	Section C	
0 25 50 100 Metres 		
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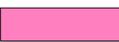
File name: \\UK-WSP\GROUP\COM\CENTRAL\DATA\PROJECTS\70107340-OGWELL TO NEWTON ABBOT\03 WIP\3G DOCS\RECEIVED\SCHEMATIC INFORMATION FROM RICHARD K.SIWORKING DRAWINGS\CAD\70107340-WSP-HGN-SC-100-DR-01.DWG, printed on 16 May 2023 10:12:16, by Ople, Laura

Existing path signing permitting cycling to be added (respectful shared use).

Surfacing and drainage improvements to facilitate adoption as HMPE.

New section of 3.0m wide shared use path.

Legend

-  Existing Ordnance / Topographical Survey
-  Proposed surfacing
-  Proposed Earthwork Cutting
-  Proposed Earthwork Embankment
-  Proposed Verge
-  Proposed Route

- Notes**
1. Do not scale from this drawing
 2. Drawing to be printed in colour
 3. Dimensions are in meters unless otherwise stated

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P01	15/05/2023	GR	FIRST ISSUE	RP	MM
REV	DATE	BY	DESCRIPTION	CHK	APP

DRAWING STATUS: S2 - FOR INFORMATION



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wsp.com

CLIENT:



SITE/PROJECT: OGWELL STRATEGIC LINK

TITLE: GENERAL ARRANGEMENT PLAN PHASE 1

SCALE @ A1: 1:500	CHECKED: RP	APPROVED: MM
PROJECT NO: 70107340	DESIGNED: BM	DATE: May 23
DRAWING NO: 70107340-WSP-HGN-SC-100-DR-01	REV: P01	

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Equality Impact Assessment



Assessment Of: National Cycle Network Route 2 improvements project (Newton Abbot central area)	
<input type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input checked="" type="checkbox"/> Service <input checked="" type="checkbox"/> Other [please state] Infrastructure provision	<input type="checkbox"/> New <input type="checkbox"/> Already exists / review <input checked="" type="checkbox"/> Changing
Directorate: Place and Commercial Services	Assessment carried out by: Estelle Skinner
Service Area: Spatial Planning	Job Role: Green Infrastructure Officer
Version / Date of Sign Off by Director:	05-05-2023

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.

The objective of the Ogwell Strategic Link is to provide a safer and more appealing bicycle route (as a shared bicycle and walking route) from Ogwell to Newton Abbot town centre, enabling access to shops, the railway station, and onward leisure routes that are of national status. The Ogwell Strategic Link will offer an alternative to on-road travel, for which the primary route is the busy and constrained Totnes Road A381.

1.2 Who will the proposal have the potential to affect?

Service users
 The wider community
 Teignbridge workforce

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]

The provision of the Ogwell Strategic Link it's anticipated will support following outcomes:

- Higher volumes of bicycle trips, and broader diversity of users, from Ogwell to Newton Abbot town centre, offering access to shops, the railway station, and onward leisure links that are of national status.
- More bicycle trips into the Newton Abbot town centre can benefit local businesses and the market, and may also benefit towns and villages along wider leisure routes: https://www.northdevonbiosphere.org.uk/uploads/1/5/4/4/15448192/sqw_devon_cycling_and_walking_trails_economic_impact_report.pdf
- Feedback from the public consultation for amending the byelaw against bicycle riding in five Newton Abbot parks (including Baker's Park) was predominantly favourable and there were multiple comments with regard to the need for a safe bicycle option between Ogwell and Newton Abbot, in particular to a wider range of users who would not travel on the busy and constrained Totnes Road A381.
- The consultation feedback did also note the need to promote respectful behaviour of all users on pedestrian & bicycle shared routes, to reduce risk of users with reduced mobility, or hearing/sight difficulties, and other relevant health conditions, from being disadvantaged.
- There are various local examples of popular, well-functioning shared routes, including on the Stover Trail, Wray Valley Trail, and Exe Estuary Trail.
- In general, there are wellbeing benefits of regular bicycle riding and/or walking, both mental and physical.
- In general, there are environmental benefits of bicycle riding and walking, where these modes of travel may replace some car/van journeys, particularly for local trips into the town.

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 <i>[Include a reference where known]</i>	Summary of what this tells us
Public consultation on the amendment to the byelaw against bicycle riding in five Newton Abbot parks (including Baker's Park). See consultation report via the Teignbridge District Council consultation webpages and on the Newton Abbot & Kingsteignton Garden Community website (parks & green spaces section).	Feedback is predominantly supportive of enabling suitable provision for bicycle riding within Newton Abbot parks. It was recognised that this would be likely to support a wider range of potential users. The design of routes was raised as particularly important, to support respectful behaviour of all users, most notably on routes shared by those on-foot and on-bicycle, and to reduce risk of negative impact on pedestrians with limited

	mobility, sight/hearing difficulties, and any other relevant health conditions.
The Heart of Teignbridge Local Cycling and Walking Infrastructure Plan (LCWIP) identifies the need to improve links within and to the Heart of Teignbridge, to support use by all ages and abilities. Heart of Teignbridge Local Cycling and Walking Infrastructure Plan - Have Your Say (devon.gov.uk) Local Cycling and Walking Infrastructure Plan (LCWIP) (arcgis.com)	New and improved active travel delivery can broaden uptake by offering routes to appeal to a wider range of ages and abilities.

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

<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> 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 monitor volume of use of certain routes (via cycle counters) but we do not specifically monitor usage across the protected characteristics. However, we receive local input via the Teignbridge Cycle Forum (which includes stakeholders for walking and accessibility as well as cycling) and via local consultations.

The feedback indicates there are key barriers to uptake of walking and cycling, and those barriers include the quality and perceived safety of provision, the need for more dedicated provision, and the need for better connected provision. This correlates with national survey research and the recent Newton Abbot parks byelaw consultation: [Cycling Factsheet, England 2020 \(publishing.service.gov.uk\)](#)

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.

We host the Teignbridge Cycle Forum biannually and this includes a wide range of stakeholders with interests in cycling, walking and accessibility, as well as sustainable transport. There has also been public consultation on the Newton Abbot parks byelaw, and on the Heart of Teignbridge Local Cycling and Walking Infrastructure Plan.

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.

Communication will continue via these means:

- Teignbridge Cycle Forum
- Newton Abbot and Kingsteignton Garden Community website
- Teignbridge District Council website
- Resident's newsletter updates
- Social media

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)	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Likely to see increased uptake of bicycle riding from Ogwell to Newton Abbot (particularly young families).
Mitigations:	n/a
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	Likely to see increased uptake of bicycle riding from Ogwell to Newton Abbot.
Mitigations:	n/a

Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Likely to see increased uptake of bicycle riding from Ogwell to Newton Abbot (the route design will seek to avoid physical barriers for modified bicycle equipment). Important to design for and promote respectful behaviour by all route users (and recognition of personal responsibility when sharing routes with other users), to limit risk of disadvantaging those with reduced mobility, sight/hearing difficulties, and any other relevant health conditions.
Mitigations:	n/a
Sex	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Potential impacts:	Likely to see increased uptake of bicycle riding from Ogwell to Newton Abbot (female uptake is often lower for cycling on routes that are not good-quality and are lacking dedicated provision and/or lacking a good perceived level of safety).
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:	n/a
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:	Between 20 – 25% of households in Newton Abbot do not have access to a private car/van, and so rely on other modes of transport.
Mitigations:	n/a
Other group(s) <i>Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Rural/Urban Communities, Homelessness, Digital Exclusion, Access To Transport</i>	
Homelessness	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Digital Exclusion	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Asylums/refugees	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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

See section 1, 2.1 and 3.1 for identified impacts which are likely to have relevant outputs for the stated protected characteristics.

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:

Many byelaw consultation respondents noted the need to design for and promote respectful behaviour by all route users, to reduce risk of anti-social behaviour and possible impact on pedestrians with limited mobility, hearing/sight difficulties, and any other relevant health conditions. Route design process, as standard, seeks to ensure the most appropriate provision on a site-by-site basis, in terms of type of route, width, directness, gradient and other considerations. Signage will be installed as part of route delivery, to promote respectful use of the route and to remind users of personal responsibility to others. There are good examples of well-functioning shared route provision locally, including on the Stover Trail, Wray Valley Trail and Exe Estuary Trail.

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

The Ogwell Strategic Link project delivery is likely to encourage more bicycle riding between Ogwell and Newton Abbot, by a wider diversity of users, particularly those who are less experienced/confident, enabling more local people to benefit from associated wellbeing and environmental outcomes.

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

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.

Teignbridge Cycle Forum update/input sessions (biannually) Newton Abbot and Kingsteignton Garden Community website

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.

Reviewed by Service Manager: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Fergus Pate Date:	Strategic Leadership Team Sign-Off: Neil Blaney, Head of Place & Commercial Services Date:
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**Teignbridge District Council
Executive Committee
6th June 2023
Part i**

Report Title

Housing Financial Assistance Policy for Loans and Grants 2023

Purpose of Report

1. To seek approval for the revision of the Council's Housing Grants and Loans policy 2018, so that it becomes the Housing Financial Assistance Policy for Loans and Grants 2023.

Recommendation(s)

The Executive RESOLVES to:

- (1) Adopt the Housing Financial Assistance Policy for Loans and Grants 2023 (Appendix 1)

Financial Implications

The financial implications are detailed in 2.1 below.

Martin Flitcroft

Head of Corporate Resources

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Legal Implications

As detailed at paragraph 2.2 below

Paul Woodhead

Head of Legal Services and Monitoring Officer

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Risk Assessment

As detailed in Section 2.3 below

Sue Heath

Audit and Information Governance Manager

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Environmental/ Climate Change Implications

Please refer to section 2.4.1

William Elliott,

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Executive Member

Cllr Linda Goodman-Bradbury – Portfolio Holder for Homes, Communities, IT and cost of living crisis.

Appendices/Background Papers

Appendix 1 – Draft Housing Financial Assistance Policy for Loans and Grants 2023

1. Introduction/Background

1.1 The Council is committed to improving housing conditions and helping people to remain independent in their own homes as part of the Teignbridge Ten programme “A roof over our head” within the Council Strategy 2020-2030 and as a theme within the Housing Strategy 2021-26.

1.2 In 2015 the Government introduced the Better Care Fund (BCF) to bring health and social care together in an integrated way. The Fund is a combination of government funding from the Department of Health and the then Department for Communities and Local Government, now the Department for Levelling Up, Housing and Communities.

1.3 The Integration and Better Care Fund policy (2017-19) framework states the need for an agreed plan between Devon County Council and the Devon Districts. A wider Devon policy was developed in 2017/18 and adapted by Teignbridge in 2018.

1.4 The Better Care Fund provides more funding to the Devon local authorities than is currently required to meet the demand for mandatory DFGs. This revised policy has been agreed by the Devon District and allows a wider range of households to be assisted with BCF to meet BCF objectives across Devon.

1.5 The revised policy will provide further flexibility and discretion for the councils to provide appropriate assistance to meet the following objectives:

- Objective 1 - Assist disabled residents to remain in their own homes through supporting the provision of adaptations (so far as this is necessary, appropriate and reasonably practicable) to prevent admissions to care and to assist with delayed transfers where possible.
- Objective 2 – Safeguard the health and well-being of vulnerable residents by removing unnecessary hazards to health and safety in the home to reduce avoidable emergency admissions

- Objective 3 – Provide adaptations that are suitable for the future by ensuring the scheme of works is dementia aware.
- Objective 4 – assist vulnerable people to afford to heat their homes through appropriate energy efficiency and heating measures.

1.6 The revised policy is in two parts; Part 1 covers provision for assistance provided through the Better Care Fund and Part 2 covers provision of non BCF funded assistance including provision of loans through Lendology CIC and other discretionary grants available (subject to funding).

1.5 The key changes are as follows:

- 1.5.1 A discretionary Bathroom Grant is proposed removing the need for a financial test of resources and the ability to streamline the process outside of the mandatory DFG requirements.
- 1.5.2 The “Lift grant” was trialled as a Partnership grant initially with a maximum grant value of £7,000. It is proposed that the works that fall within the scope of this grant are extended, and the maximum grant increased to £30,000 in line with the DFG mandatory grant maximum.
- 1.5.3 It is proposed that the maximum grants for Accessible Homes Grants increase from £20,000 to £40,000 to reflect increases in the cost of building materials/works, in particular extensions. Also, Accessible homes grants to come in three forms to include provision to top up where costs exceed £30,000 or to assist with feasibility costs, or in certain cases to assist with an assessed contribution or to assist with move on to more suitable accommodation.
- 1.5.4 It is proposed that Healthy homes grants are extended to include assistance to help with accumulations/hoarding and the maximum grant for ECO top up grants is increased to £3,000.

2 Implications, Risk Management and Climate Change Impact

2.1 Financial

- 2.1.1 The 2023 to 2025 Better Care Fund Policy Frameworks states that nationally funding for the DFG is at least £573 million in 2023 to 2024 and at least £573 million in 2024 to 2025, as set out in the People at the Heart of Care white paper.
- 2.1.2 Annually Devon County Council (DCC), working with the Devon Districts, determine the allocation of funding based generally on the spend over the previous 3 years to ensure equity of distribution of funding across the County. A budget of £8.2 million has been allocated to DCC, at the time of writing this report the allocation to the Devon Districts has not been agreed, however it is likely to be in the region of the allocation for 22/23 - £1.89 million. In 2022/23 approx. £1.6 million was spent with a carry forward commitment of approx. £490,000. with 273 residents assisted with adaptations.

- 2.1.3 Teignbridge Council have been working with Lendology CIC (Formerly Wessex Reinvestment Trust) since 2010 and have invested £967,154 with a total of £1,277,906 being lent to residents with £811,221 repaid. There is currently a healthy budget of £500,468 available capital to re-lend with £466,685 on the loan book to be repaid currently. This funding pot does not currently require any further top up funding and is sufficient to enable a range of loans to be provided to residents in Teignbridge to secure improvements to housing conditions
- 2.1.4 The Council has a small pot of funding, £24K to support other grant assistance outside of those supported through the Better Care Funding. Assistance will only be provided in line with current available funding.

2.2 Legal

- 2.2.1 This policy is required under Article 4 of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002. The Order provides councils with the discretion to develop schemes to provide financial assistance to deal with a range of housing issues.
- 2.2.2 The Council has a statutory responsibility under the Housing Grants, Construction and Regeneration Act 1996 to provide Disabled Facilities Grants (DFGs) to eligible residents. Any owner occupier or tenant can apply following an assessment by an Occupational Therapist who will determine their needs and provide a statement of need.
- 2.2.3 The policy clearly states that that the mandatory Disabled Facilities Grant has priority over other discretionary grants.

2.3 Risks

- 2.3.1 The revision of the Financial Assistance Policy ensures the Council is able to effectively discharge its statutory functions and that discretionary aspects are tailored to support the Council Plan and the Housing Strategy. Grant conditions have been incorporated into the policy and will be applied accordingly, to ensure that support goes to only those eligible.

2.4 Environmental/Climate Change Impact

- 2.4.1 A range of loans and grants, including the Energy Company Obligation (ECO) scheme, enable the improvement of home energy efficiency through improved insulation/heating/renewable energy measures supporting a high priority action under Council's emerging Carbon Action Plan.

3. Alternative Options

- 3.1 The Council is required to have a Financial Assistance Policy under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002. The Council could decide to retain the existing policy without the proposed changes

but this would disadvantage residents in Teignbridge who would be unable to access the same funding opportunities as other residents in Devon.

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Housing

Financial Assistance Policy for Loans and Grants

June 2023

Teignbridge District Council



This policy states the grant and loan assistance provided by Teignbridge District Council under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002.

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1.0 Introduction

1.1 Purpose

- 1.1.1 This policy is required under Article 4 of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002. The Order provides councils with the discretion to develop schemes to provide financial assistance to deal with a range of housing issues.
- 1.1.12 This policy sets out the areas on which Devon will focus any available resources in order to improve housing conditions across the district. With limited resources available it is essential that funding is targeted to those areas that contribute to the delivery of the Better Care Fund and Health and Wellbeing Board (HWB) priorities and local district council priorities.
- 1.1.3 The policy covers a three-financial year period: 23/24 24/25 and 25/26.
- 1.1.4 Part One of this policy is owned by the following Councils and provides them the flexibility and discretion to provide appropriate assistance to meet the aims and priorities set out in section 3 below :
- Devon County Council
 - East Devon District Council
 - Exeter City Council
 - Mid Devon District Council
 - North Devon District Council
 - South Hams District Council
 - Teignbridge District Council
 - Torridge District Council
 - West Devon District Council
- 1.1.5 Part Two of this policy provides details of schemes available to residents (subject to funding) outside of the Better Care funding resources.

1.2 Review

- 1.2.1 A detailed review has been undertaken in consultation with stakeholders to identify any gaps or enhancements required to the policy. This policy incorporates the agreed changes suggested by stakeholders and will be reviewed on a regular basis to ensure it continues to meet local needs.

1.3 Funding

- 1.3.1 The assistance contained within this policy is only available subject to the availability of funding. Where funding is limited priority for spend will be given to the Mandatory Disabled Facilities Grant across the County.

2.0 Context

2.1 Housing and Health

- 2.1.1 Housing is a key determinant of health; and by promoting good quality housing this policy can contribute to reducing health inequalities for the residents of Devon.
- 2.1.2 In 2008, flexibilities were introduced enabling councils to use government grant monies that have been allocated for disabled facilities grants to be used more intelligently to deliver adaptations for disabled people outside of the mandatory grant regime.
- 2.1.3 Research has shown that there is a direct impact on the health and well-being of residents resulting from the homes in which they live; therefore, poor housing can contribute to poor health.
- 2.1.4 Each year hazards in the home result in unnecessary injuries, episodes of ill-health, and harm to mental health and in many cases the occupiers do not link the poor condition of their homes with a potential negative impact on their health. The poorest housing stock can be found in the private sector, and in some cases residents who own their own home are not able to maintain them and as a result hazards can develop.
- 2.1.5 This policy aims to address the link between housing conditions and health through the provision of adaptations that allow disabled people to remain safely and independently in their home; along with reducing serious hazards in the home that have the potential to cause accidents and ill health.
- 2.1.6 The policy also aims to provide discretionary funding to improve housing stock and make best use of existing properties.

2.2 Better Care Fund

- 2.2.1 In 2015 the government introduced the Better Care Fund in an attempt to bring health and social care together in an integrated way. The fund is a combination of government funding from the Department of Health and the Department for Levelling Up, Housing and Communities and includes the grant allocation for disabled facilities grants (DFG).
- 2.2.2 Each year, in June, the government publishes the Better Care Fund Policy Framework, this document lists the conditions that the better care fund must be used to address and have remained largely unchanged.

The conditions are:

- **Condition 1:** Plans to be jointly agreed – The plan to use the Better Care Fund allocation must be jointly agreed and signed off by the Health and Wellbeing Board, constituent councils and clinical commissioning groups. The local housing authority must also be involved due to the inclusion of the Disabled Facilities Grants allocation, which forms part of the fund.

- **Condition 2:** NHS contribution to social care is maintained in line with inflation. The funding must be used to contribute to the maintenance of adult social care services in each local authority, which also has a health benefit. However, beyond this broad condition, the Department of Health and Social Care (DHSC) wants to provide flexibility for local areas to determine how this investment in adult social care services is best used.
- **Condition 3:** Agreement to invest in NHS commissioned out of services, which may include 7 day services and adult social care. This should be achieved by funding NHS commissioned out-of-hospital services, which may also include 7-day services and adult social care, as part of the agreed Better Care Fund plan.
- **Condition 4:** Managing Transfers of Care - Plans should set out how local partners will work together to fund and implement transfers of care effectively.

3.0 Priorities

3.1 General

3.1.1 In Devon, the Better Care Fund priorities aim to achieve the following outcomes:

- Reduced admissions to residential and nursing care homes
- Reduce delayed transfers of care
- Reduce avoidable emergency admissions
- Increase dementia diagnosis rates

3.1.2 To meet these priorities this policy aims to focus on the following areas

- **Objective 1** - Assist disabled residents to remain in their own homes through supporting the provision of adaptations (so far as this is necessary, appropriate and reasonably practicable). To prevent admissions to care, to assist with delayed transfers where possible and to ensure a safe home that supports health and wellbeing.
- **Objective 2** – Safeguard the health and well-being of vulnerable residents by removing unnecessary hazards to health and safety in the home to reduce avoidable emergency admissions
- **Objective 3** – Provide adaptations that are suitable for the future by ensuring the scheme of works is dementia aware.
- **Objective 4** – Assist vulnerable people to afford to heat their homes through appropriate energy efficiency and heating measures.
- **Objective 5** – Assist vulnerable people impacted by hoarding and the cleanliness of their home.
- **Objective 6** – Assist people to move to more appropriate accommodation that meets their needs.

Part One – Better Care Fund (BCF) Assistance

4.1 Disabled Facilities Grant (DFG)

4.1 Background and eligible works.

- 4.1.1 The delivery of the disabled facilities grant programme is mandatory and a statutory function of the local housing authority. The delivery of this function is governed by the Housing Grants, Construction and Regeneration Act 1996.
- 4.1.2 The eligible works are as detailed in Section 23 Housing Grants, Construction and Regeneration Act 1996 (as amended).
- 4.1.3 Teignbridge District Council will determine the most reasonable and practical works following recommendations detailed on the Occupational Therapists statement of need.

4.2 Eligibility

- 4.2.1 Any disabled resident seeking financial assistance with the cost of adaptations to their home must be assessed by an Occupational Therapist (OT) working on behalf of, in consultation with, or otherwise approved by Devon County Council.
- 4.2.2 All owner-occupiers, tenants, licensees or occupiers who have relevant assessed needs, as identified by a relevant Occupational Therapist are eligible to apply for a Disabled Facilities Grant, subject to relevant permissions.

4.3 Conditions

- 4.3.1 All grants other than those for children are subject to a test of financial resources, which is prescribed by The Housing Renewal Grants Regulations 1996.
- 4.3.2 At the time of writing, the grant maximum in England is £30,000. This is set by Government and is subject to occasional review. If the grant maximum is reviewed, this policy will adopt the new mandatory grant maximum for England, as stated here: <https://www.gov.uk/disabled-facilities-grants/what-youll-get> or other official UK Government source.
- 4.3.3 The disabled person must intend to occupy the property as their only or main residence for a period of five years after the works are complete (or such shorter period as the person's health or other relevant circumstances permit).
- 4.3.4 In order to make an application the applicant must supply the following:
 - A completed and signed application form
 - Evidence of financial situation
 - Evidence of ownership of the property or the right to reside at the property
 - Permission for the works to be carried out (if applicable)
 - For more complex works, a detailed schedule of works and plans that must be agreed by the council
 - Any planning or building regulation approvals

- Tenders for the works unless using an agreed procurement framework.
- 4.3.5 The final approved sum will be based on competitive contracting through the council's procurement system, or other process. This applies to the approved sum only and not to the final choice of contractor by the applicant.
- 4.3.6 Only the works agreed by the council will be covered by the grant.
- 4.3.7 If the grant is approved there are 12 months to complete the works.
- 4.3.8 The works must be completed by the contractor stated on the approval document.
- 4.3.9 No grant works should proceed until the grant application has been processed and all relevant planning, Building Regulation or landlord approval has been obtained.
- 4.3.10 If the applicant has a financial contribution towards the cost of the works, they must ensure they have funds in place to cover their share of the costs before the work begins on site.
- 4.3.11 Where further grant funding is not available and subject to conditions, a loan from Lendology Community Interest Company (Lendology CIC) may be available to cover an assessed financial contribution to a grant.
- 4.3.12 Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the council before they are undertaken.
- 4.3.13 Any increase in the grant may have an impact on the charge placed against the property.
- 4.3.14 Applicants who are successful in their application for assistance will be required to maintain the adaptation.
- 4.3.15 The contract for the works is the responsibility of the applicant.
- 4.3.16 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.
- 4.3.17 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the Council.
- 4.3.18 If the cost of the works is in excess of £5,000 an interim payment can be made up to 90% on receipt of satisfactory invoices and the work being carried out satisfactorily.
- 4.3.19 Only works falling within the mandatory elements, as specified in Appendix A, will be covered by the grant.
- 4.3.20 Lifts (stair lifts, step lifts and through floor lifts) and other equipment funded through the DFG process will belong to the applicant. Servicing and upkeep is the responsibility of the applicant. The Council only usually remove lifts or other equipment if they are able to be economically refurbished and reused, or in the

case of a moving grant, equipment may be removed to be re-used in the 'new' property if considered an effective use of resources.

4.3.21 For owner occupiers, where the grant is in excess of £5,000 a local land charge will be placed on the property for the amount over £5,000 up to a maximum of £10,000. This charge will remain on the property for a period of 10 years.

4.3.22 No more than £10,000 will be placed as a charge as a result of a combination of grants completed within 6 months of one another under the following grant types:

- Disabled Facilities Grant
- Lift Grant
- Bathroom Adaptation Grant

4.3.23 Where the cost of the work exceeds the mandatory grant limit the applicant may be eligible to an Accessible Homes Grant, subject to available funds.

5.0 Lift Grant

5.1 Background and eligible works

5.1.1 The Lift Grant is subject to available funding.

5.1.2 This grant provides internal and external straight track or curved track stair lifts, step lifts and through-floor lifts without a means test for the applicant.

5.1.3 Grant funding can be used for relevant preparatory and other works necessary for installation.

5.1.4 This grant includes provision of rented stair lifts for end-of-life care, or other reason, as specified by the Occupational Therapist.

5.1.5 The maximum grant funding for a Stair lift grant is £30,000. If the cost of works is over £30K an application for a Disabled Facility Grant (DFG) will be required.

5.2 Eligibility

5.2.1 To be eligible for this grant the following must be in place:

- Any disabled resident seeking financial assistance with the cost of adaptations to their home must be assessed by an Occupational Therapist (OT) working on behalf of, in consultation with, or otherwise approved by Devon County Council.
- Where additional works are required to install the lift, these will be covered as part of this grant.
- Where an applicant requires multiple adaptations, subject to available funding, the lift will be provided through this grant and other adaptations will be provided through the DFG or accessible homes grant where the applicant is eligible.

- All owners, tenants, licensees or occupiers who meet the above criteria are eligible to apply for this grant to provide adaptations for a disabled person residing at the property.

5.3 Conditions

- 5.3.1 The applicant must have permission from the owner of the property for the work to be carried out. The council will require owners' consent if the property is rented.
- 5.3.2 The applicant intends to live in the property as their only or main residence for the period of 5 years or for a shorter period as health or other relevant circumstances permit.
- 5.3.3 The final approved sum will be based on competitive contracting through the council's procurement system, or other process. This applies to the approved sum only and not to the final choice of contractor by the applicant.
- 5.3.4 Only the works agreed by the council will be covered by the grant.
- 5.3.5 The works must be completed by the contractor stated on the approval document, unless otherwise agreed with the council.
- 5.3.6 No grant works should proceed until the grant application has been processed and all relevant planning, Building Regulation or landlord approval has been obtained.
- 5.3.7 Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the council before they are undertaken.
- 5.3.8 Applicants who are successful in their application for assistance will be required to maintain the equipment and any associated works and have it regularly serviced at their cost.
- 5.3.9 The contract for the works is the responsibility of the applicant.
- 5.3.10 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.
- 5.3.11 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the applicant and Council.
- 5.3.12 Lifts (stair lifts, step lifts and through floor lifts) and other equipment funded through the grant process will belong to the applicant. Servicing and upkeep is the responsibility of the applicant. The Council only usually remove lifts or other equipment if they are able to be economically refurbished and reused, or in the case of a moving grant, equipment may be removed to be re-used in the 'new' property if considered an effective use of resources.
- 5.3.13 For owner occupiers, where the grant is in excess of £5,000 a local land charge will be placed on the property for the amount over £5,000 up to a maximum of £10,000. This charge will remain on the property for a period of 10 years.

5.3.14 No more than £10,000 will be placed as a charge as a result of grants completed within 6 months under the following grant types:

- Disabled Facilities Grant
- Lift Grant
- Bathroom Adaptation Grant

5.3.15 Where the cost of the work exceeds the grant limit the applicant may be eligible for additional Disabled Facilities Grant funding or Accessible Homes Grant funding, subject to available funds.

6.0 Bathroom Adaptation Grant

6.1 Background and eligible works

6.1.1 The Bathroom Adaptation Grant is subject to available funding.

6.1.2 This grant provides level access showers, automatic wash-dry WCs and other bathroom adaptations and/or equipment without a means test for the applicant.

6.1.3 Grant funding can be used for relevant preparatory and other works necessary for installation but does not cover substantial works such as extensions.

6.1.4 The maximum grant funding for a Bathroom Adaptation grant is £30,000. If the cost of works is over £30K an application for a Disabled Facility Grant (DFG) will be required.

6.2 Eligibility

6.2.1 To be eligible for this grant the following must be in place:

- Any disabled resident seeking financial assistance with the cost of adaptations to their home must be assessed by an Occupational Therapist (OT) working on behalf of, in consultation with, or otherwise approved by Devon County Council.
- Where additional works are required to as part of the bathroom adaptation, these will be covered as part of this grant.
- Where an applicant requires multiple adaptations, subject to available funding, the bathroom adaptation will be provided through this grant and other adaptations will be provided through the DFG or accessible homes grant where the applicant is eligible.
- This grant is not available to fund the building of an extension, or other major building alteration to house a bathroom. In such cases, this grant can be used to fit out the bathroom. Substantive building would be funded by DFG, or other means, depending on eligibility.
- All owners, tenants, licensees or occupiers who meet the above criteria are eligible to apply for this grant to provide adaptations for a disabled person residing at the property.

6.3 Conditions

- 6.3.1 The applicant must have permission from the owner of the property for the work to be carried out. The council will require owners consent if the property is rented.
- 6.3.2 The applicant intends to live in the property as their only or main residence for the period of 5 years or for a shorter period as health or other relevant circumstances permit.
- 6.3.3 The final approved sum will be based on competitive contracting through the council's procurement system, or other process. This applies to the approved sum only and not to the final choice of contractor by the applicant.
- 6.3.4 Only the works agreed by the council will be covered by the grant.
- 6.3.5 The works must be completed by the contractor stated on the approval document, unless otherwise agreed with the council.
- 6.3.6 No grant works should proceed until the grant application has been approved and all relevant planning, Building Regulation or landlord approval has been obtained.
- 6.3.7 Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the council before they are undertaken.
- 6.3.8 Applicants who are successful in their application for assistance will be required to maintain the equipment and any associated works and have it regularly serviced at their cost.
- 6.3.9 The contract for the works is the responsibility of the applicant.
- 6.3.10 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.
- 6.3.11 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the applicant and Council.
- 6.3.12 For owner occupiers, where the grant is in excess of £5,000 a local land charge will be placed on the property for the amount over £5,000 up to a maximum of £10,000. This charge will remain on the property for a period of 10 years.
- 6.3.13 No more than £10,000 will be placed as a charge as a result of grants completed within 6 months under the following grant types:
- Disabled Facilities Grant
 - Lift grant
 - Bathroom Adaptation Grant
- 6.3.14 Where the cost of the work exceeds the grant limit the applicant may be eligible for additional Disabled Facilities Grant funding or Accessible Homes Grant funding, subject to available funds.

7.0 Accessible Homes Grant

7.1 Background and eligible works

7.1.1 The Accessible Home Grant is subject to available funding.

7.1.2 The Accessible Homes Grant enables an enhanced offer in addition to the mandatory Disabled Facilities Grant and is subject to available funding.

7.1.3 This grant is available in the following circumstances:

- Where a mandatory disabled facility grant has been approved but the cost of the work exceeds the mandatory grant maximum.
- Where there are works that may not be covered by the Disabled Facility Grant in relation to adapting the home and making it safe.
- To pay fees associated with feasibility surveys etc. to determine if an eligible adaptation can proceed.

7.2 Eligibility

7.2.1 To be eligible for this grant the applicant must meet the following:

- The applicant must be eligible for a mandatory DFG or
- require other works or equipment deemed as reasonable and practicable by the council to adapt the home or make it safe for the disabled occupant, or their carer(s).
- Applications for a disabled adult are subject to the DFG means test, it is likely that this will have been completed as part of the formal Disabled Facility Grant application and therefore will not need to be repeated.
- There will be no means test of parents and/or guardians of a disabled child in line with the requirements of the mandatory DFG.

7.3 Conditions

7.3.1 The grant maximum for combined Accessible Homes Grants (this grant and “Accessible Homes Grant: Contribution”) is £40,000. Anything over £40,000 will not attract any further Accessible Homes Grant funding. Alternative sources such as a loan will need to be considered.

7.3.2 Evidence supplied by the Disabled Facility Grant applicant will be used to support the application for the Accessible Home Grant.

7.3.3 In addition to any land charge placed on the property under other sections of this policy, a local land charge will be placed on the property for the full value of the awarded Accessible Homes Grant. The charge(s) will be repayable if the property is sold, assigned or transferred within 10 years of the grant being completed.

7.3.4 Only the works agreed by the council will be covered by the grant.

7.3.5 Eligible works must be completed within 12 months of the grant being approved.

- 7.3.6 The works must be completed by the contractor stated on the approval document, unless otherwise agreed with the council.
- 7.3.7 No grant works should proceed until the grant application has been approved and all relevant planning, Building Regulation or landlord approval has been obtained.
- 7.3.8 Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the council before they are undertaken.
- 7.3.9 Any increase in the grant may have an impact on the charge placed against the property.
- 7.3.10 Applicants who are successful in their application for assistance will be responsible for maintaining the adaptation.
- 7.3.11 The contract for the works is the responsibility of the applicant.
- 7.3.12 The council will only offer grant funding for those works that are considered appropriate, reasonable and practicable to meet the needs of the disabled person.
- 7.3.13 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.
- 7.3.14 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the council.

8.0 Accessible Homes Grant – Contribution

8.1 Background and eligible works

- 8.1.1 The Accessible Homes Contribution Grant is subject to available funding.
- 8.1.2 The Accessible Homes Contribution Grant is available where the DFG means test identifies that a contribution is required. This includes cases where the means tested contribution is larger than the total cost of works (a 'nil-approval').

8.2 Eligibility

- 8.2.1 To be eligible for this grant the applicant must meet the following:

- The applicant must be eligible to apply for a mandatory Disabled Facilities Grant.
- An applicant will only be eligible for grant funding to cover an identified contribution where the amount of assessed contribution the applicant has to pay represents at least a third or more of the applicant's savings.
For example: An applicant has a means tested contribution of £1500.00. If the applicant has savings of £4,500 or less, they will be able to access additional grant to cover the contribution, subject to grant limits and finance availability.
This is a taper, so in the above example, if the applicant had £6000 in savings, they would be expected to pay £500 (they would receive a £1000 AHG grant).

8.3 Conditions

- 8.3.1 The grant maximum for combined Accessible Homes Grants (this grant and the Accessible Homes Grant) is £40,000. Anything over £40,000 will not attract any further Accessible Homes Grant funding.
- 8.3.2 Evidence supplied by the Disabled Facility Grant applicant will be used to support the application for the Accessible Home Grant.
- 8.3.3 In addition to any land charge placed on the property under other sections of this policy, a local land charge will be placed on the property for the full value of the awarded Accessible Homes Grant. The charge(s) will be repayable if the property is sold, assigned or transferred within 10 years of the grant being completed.
- 8.3.4 In addition to the above, this grant is subject to the conditions of the primary grant to which it is contributing for example the disabled facility grant.

9.0 Accessible Homes Grant – Move on

9.1 Background and eligible works

- 9.1.1 This grant may be available to assist a disabled person to move to more suitable accommodation subject to available funding.
- 9.1.2 Owner Occupier- the maximum grant payable for eligible expenses is £10,000. Expenses that can attract grant funding under this section may include:
- Any arrangement fee charged by a lender to cover the formation of a mortgage.
 - Conveyancing fees.
 - Land Registry Fee.
 - Local Authority Searches.
 - Stamp Duty.
 - Valuation, Homebuyers or Full Structural Survey.
 - Professional or other removal costs.
 - Estate Agent Commission.
- 9.1.3 Tenant - the maximum grant payable for eligible expenses is £5,000, where no other funding option is available, such as Discretionary Housing Funding (DHP). Expenses that can attract grant funding under this section may include:
- Letting agent fees.
 - Rent deposit.
 - Professional or other removal fees.

9.2 Eligibility

- 9.2.1 This grant may be available to assist a disabled person to move to more suitable accommodation subject to available funding.

9.2.3 An applicant will be eligible for this grant where:

- The applicant meets the eligibility criteria for a Disabled Facility Grants.
- Where the Occupational Therapist and/or the Council consider re-housing to be more appropriate than adapting the existing accommodation.
- Where the landlord has refused permission for any adaptation works to be carried out and therefore it is no longer feasible for the occupier to remain in the property.
- To be eligible for this grant the total cost incurred in the eligible 'moving on' expenses and any estimated eligible adaptation costs at the 'new' property should not be greater than the cost of adapting the applicant's current home.
- The 'new' property shall in the opinion of the Council provide a long term, sustainable home for the person for whose benefit the works are required.
- Adaptations at the 'new' property will be subject to the Statement of Needs and a new DFG application.
- If the property is within a neighbouring authority covered by this policy then the new authority will need to ensure the new property is suitable. This should also be agreed with the occupational therapist. The applicant must ensure that the relevant council's officers and Occupational Therapist have been consulted.

9.2.4 In determining the 'reasonable expenses' regard shall be had to the following criteria:

- The cost of the eligible works at the applicants existing property are not deemed reasonable, or;
- The eligible works at the applicants existing home are not technically feasible, or;
- The adaptation of the applicant's existing property does not provide a sustainable, long term solution for their housing needs.
- The landlord of the property refuses to give permission for the necessary works to be carried out.

9.3 Conditions

9.3.1 Grant assistance is only payable to an owner occupier upon the successful completion of the purchase of the 'new' property and the disabled person then occupying that property as their only and main residence.

9.3.2 When moving to rented accommodation the applicant must obtain permission from the landlord for any adaptations to be carried out before the grant will be paid.

9.3.3 To qualify for this grant the applicant must have been resident in the existing property for at least 2 years prior to making an application to move.

9.3.4 The applicant must intend to live in the new property as their only or main residence for a period of 5 years (or such shorter period as the person's health or other relevant circumstances permit).

10.0 Healthy Homes Grant

10.1 Background and eligible works

10.1.1 The Healthy Homes Grant is subject to available funding.

10.1.2 The Healthy Homes grant is a flexible grant to provide urgent/essential repairs to the home to ensure the health, safety and welfare of the occupier(s)/owners.

10.1.3 It includes repairs to existing disabled adaptations and some heating and energy efficiency works as determined necessary by the council.

10.1.4 It includes assisting an occupier or vulnerable owner with infestations, accumulations (hoarding) and personal circumstances (for example dementia) where the conditions within the dwelling may lead to a delayed transfer of care (hospital discharge), potential avoidable hospital admission or where conditions are such that they are having a detrimental impact upon the health and wellbeing of a vulnerable owner.

10.2 Eligibility

10.2.1 To qualify for this grant the applicant must either:

- a) have been declined by Lendology CIC for a Home Improvement Loan or
- b) be in receipt of one of the following benefits:

- Housing Benefit
- Disability Living Allowance
- Personal Independent Payment with the daily living component
- Attendance Allowance
- Pension Credit
- Income Support
- Council tax benefit (not the single person discount)
- Universal Credit

(Universal Credit replaces the following means tested benefits: Housing Benefit, Income Related Employment Support Allowance, Income Based Job Seekers Allowance, Child Tax Credit, Working Tax Credit and Income Support) or

- c) Have works that are judged by an officer of the council to be time-critical (e.g. to enable hospital discharge) and are otherwise in financial hardship following an assessment by:
 - Lendology CIC
 - The Council's Housing Department, Benefits or other relevant team
 - Citizens Advice Bureau, or
 - Other third party commissioned by the council to work in a community support role.

10.2.2 A grant can be awarded in addition to a loan from Lendology CIC if the amount of loan available is not enough to cover the cost of addressing the eligible works and the works are deemed to be essential/urgent.

10.2.3 An applicant can apply for a loan for any substantial work beyond removing the immediate health and safety risk.

10.2.4 Healthy Homes Grant can be used to fund repairs to disabled adaptations where the equipment or other works are out of warranty or guarantee.

10.2.5 This grant can be used to fund temporary measures or items that can be removed to allow the occupier to return home as part of end-of-life care, or otherwise to expedite hospital discharge. Eligible works may be funded by DFG or Accessible Homes in the first instance, depending on the most expedient route.

10.2.6 To prevent unnecessary hospital admission, or to expedite hospital discharge, this grant can be used to support those with hoarding disorder. In practice this can include the following:

- Help with cleansing a property to expedite hospital discharge, to enable someone to receive care, or to enable other eligible works under this policy to take place.
- Practical support with hoarding behaviour to alleviate impacts on the health of the occupier, as assessed by an officer of the council, or other social care professional.
- Clearance of the dwelling to ensure the safety of the occupier following an assessment by an officer of the council.

10.3 Conditions

10.3.1 Households are able to apply for a 'Healthy Homes grant' on multiple occasions; except where stated otherwise, the maximum grant available is £10,000 in any two year period.

10.3.2 For tenants the grant will only be available where the landlord is not responsible for the works required. As such, the grant will be limited to providing assistance with infestations and accumulations (hoarding) where the condition of the dwelling will lead to a delayed transfer of care (hospital discharge) or potential avoidable hospital admission, where the landlord is not responsible for the works.

10.3.3 Unless stated otherwise below, for owner occupiers a local land charge will be placed against the property for a period of 5 years for the total amount of the grant.

10.3.4 A local land charge will not be placed against the property if the purpose of the grant is to:

- Carry out works to disabled adaptations already subject to a charge. This will apply to the cost of those works only, if the grant is being used for multiple reasons.
- Provide equipment or works to help with end-of-life care.
- Assist with hoarding behaviour or the cleansing of a property.

10.3.5 An applicant can apply for a loan for any substantial work beyond removing the immediate health and safety risk.

11.0 Eco Top Up Grant

11.1 Background and eligible works

11.1.2 To provide top up funding for energy efficiency measures for applicants as identified through Teignbridge Council's Statement of Intent for EcoFlex funding and ECO top ups (HHCRO) provided by energy providers.

11.1.3 As determined by survey carried out by energy provider, local installer, or agent and will generally include mains gas boiler replacement, loft insulation, cavity wall insulation, non-gas boiler replacements, replacement storage heaters, internal or external wall insulation, room in roof insulation, flat roof insulation.

11.2 Eligibility

11.2.1 As determined by Teignbridge Council Statement of Intent and eligibility for ECO funding (HHCRO) as stated by the energy provider.

11.3 Conditions

11.3.1 If over £3,000, the client may apply for a Lendology CIC loan subject to availability and eligibility.

11.3.2 Once an Eco top up grant has been awarded to a household, no further ECO top up grant will be available for the same household in the same property for a period of 4 years.

11.3.3 The contract for the works is the responsibility of the applicant.

11.3.4 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.

11.3.5 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the applicant and Council.

11.3.6 The grant is only available for owners and will be placed as a local land charge for 5 years.

Part Two - Non-Better Care Funded Assistance

12.0 Loans (homeowners and landlords)

12.1 Background and eligible works

12.1.1 To provide subsidised loans as follows:

12.1.2 Homeowners.

- Repair works - Elimination of Category 1 hazards or high scoring Category 2 hazards, working towards decent home standard.

- Energy Works - Energy efficient works where other assistance available does not cover the full cost of the works.
- Adaptations - To carry out adaptations as defined by the requirements of the mandatory DFGs criteria.
- Gypsy and Travellers -To assist with the development of gypsy and traveller sites
-

12.1.3 Landlords

- For renewable energy enhancements and energy efficiency improvements
- To carry out repairs or improvements to rented accommodation to address either:
 - a) Assessed failures of the Decent Homes Standard including remedying all category 1 hazards and high scoring category 2 hazards, or;
 - b) To improve the condition of the HMO accommodation (as defined by the Housing Act 2004), including fire precautions, means of escape, amenities etc.
 - c) Works to meet requirements of the HMO Management Regulations, Minimum Energy Efficiency Regulations, Electrical Safety Regulations or
 - d) Works to meet requirements of other regulations placing duties on landlords of rented accommodation.

12.1.4 Empty Homes

- To carry out repair works (elimination of Category 1 hazards or high scoring Category 2 hazards, working towards decent home standard) to help bring empty homes back into use.

12.1.5 Conversion

- To provide a subsidised loan to increase the housing stock available for letting through the conversion of both residential and non-residential buildings in areas of high housing need.
- It would include properties where the owner wishes to convert the property but remain living in one of the converted units of accommodation.

12.1.6 Gypsy and Travellers

- Each case will be dealt with on an individual bases by the Private Sector Housing Team Manager, in consultation with the Executive Member for Housing and Planning.

12.2 Eligibility

12.2.1 This will vary and is based on the individual circumstances of each applicant. Loan advisors from Lendology CIC will carry out an assessment and provide independent advice on ethical and responsible lending and the most appropriate product to suit the needs of the applicant.

12.2.2 Loan interest rates are subsidised and owners will be advised by LCIC the rate of interest payable which will be fixed throughout the term of the loan.

12.2.3 Details of loans are given in the General Terms to all forms of Assistance

12.3 Conditions

12.3.1 The condition will vary depending on the loan product and the individual circumstances of each applicant. The loan agreement is between the client and Lendology CIC will advise of conditions at the time of application.

12.3.2 For landlord loans or where works are being carried out to enable the property to be let, the property must be compliant with all relevant housing and letting legislation.

12.3.3 A Title Restriction at the Land Registry will be registered against the property throughout the repayment term and any outstanding balance on the loan will become repayable in full on disposal of the property, or when the borrower no longer lives in the property, within the loan period.

13.0 Stay at Home Assistance

13.1 Background and eligible works

13.1.1 The Stay at Home Assistance is subject to available funding.

13.1.2 To provide grant assistance to homeowners and tenants with a repairing obligation to bring their properties up to decent homes standard or working towards decent homes standard ensuring all Category 1 hazards are remedied and installing energy efficiency measures.

13.1.3 Elimination of Category 1 hazards, working towards decent home standard or energy efficient works including efficient heating.

13.2 Eligibility

13.2.1 Households who have been refused a loan by Lendology CIC because they do not meet the eligibility criteria for a loan.

13.2.2 The applicants must also meet the following criteria:

- The applicant must own and occupy the property as their sole residence,
- The property must fail the decent homes standard
- The property must be in Council Tax Bands A - D
- The property must be at least 10 years old or have been provided by conversion for at least 10 years
- Works must not have commenced

13.2.3 The applicants will be subject to a financial test of resources as applied to mandatory Disabled Facilities Grants.

13.3 Conditions

- 13.3.1 The maximum assistance available for repairs will be £20,000.
- 13.3.2 Only works that have been agreed by the Council will be grant funded.
- 13.3.3 This assistance will include payments for professional fees and ancillary costs associated with the application or can be used to supply materials as part of an agreed scheme of works.
- 13.3.4 Completion of owner occupation certificate stating intention to occupy property for next 20 years.
- 13.3.5 No grant works should proceed until the grant application has been processed and all relevant planning, Building Regulation or landlord approval has been obtained.
- 13.3.6 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the Council.
- 13.3.7 If the cost of the works is less than £5,000 only one payment will be made to the contractor. An interim payment can be made if the contractor's costs exceed £5,000 up to 90% of the cost of the works.
- 13.3.8 If the applicant has a financial contribution towards the cost of the works, they must ensure they have funds in place to cover their share of the costs before the work begins on site.
- 13.3.9 Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the council before they are undertaken.
- 13.3.10 Any increase in the grant may have an impact on the charge placed against the property.
- 13.3.11 The contract for the works is the responsibility of the applicant.
- 13.3.12 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.
- 13.3.13 Grants will be subject to a local land charge and will be repayable in full if the property is sold during a 20-year grant condition period.
- 13.3.14 The applicant must ensure adequate home insurance cover is provided for the grant condition period.
- 13.3.1 The contract for the works is the responsibility of the applicant.

14.0 Park Home Energy Assistance

14.1 Background and eligible works

- 14.1.1 The Park Home Energy Assistance is subject to available funding.
- 14.1.2 To assist vulnerable park home residents to provide energy efficient measures within their home.
- 14.1.3 To provide energy efficient measures to park homes to include wall, loft and floor insulation as well as efficient heating systems.

14.2 Eligibility

- 14.2.1 Been refused a loan by Lendology CIC because they do not meet the eligibility criteria for a loan.
- 14.2.2 Taken up a loan but there is a shortfall between the amount offered and the recommended scheme cost.
- 14.2.3 Are not eligible for any other local or national schemes available at the time of application e.g. ECOFlex etc.

14.3 Conditions

- 14.3.1 The maximum assistance available is £7,000.
- 14.3.3 Only works that have been agreed by the Council will be grant funded.
- 14.3.4 This assistance will include payments for professional fees and ancillary costs associated with the application or can be used to supply materials as part of an agreed scheme of works.
- 14.3.5 No grant works should proceed until the grant application has been processed and all relevant planning, Building Regulation or landlord approval has been obtained.
- 14.3.6 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the Council.
- 14.3.7 If the applicant has a financial contribution towards the cost of the works, they must ensure they have funds in place to cover their share of the costs before the work begins on site.
- 14.3.8 Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the council before they are undertaken.
- 14.3.9 The contract for the works is the responsibility of the applicant.

14.3.10 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.

15.0 Grant Assistance for Private Landlords

15.1 Background and eligible works

15.1.1 The grant assistance for Private Landlords is subject to available funding.

15.1.2 This funding is to assist landlords carry out repairs to improve safety, energy efficiency and heating in privately rented accommodation.

15.1.3 Works to comply with letting legislation including the elimination of Category 1 hazards and high scoring category 2 hazards, working towards the decent homes standard.

15.2.4 Works to improve Energy Performance Certificate (EPC) ratings to comply with current and proposed Minimum Energy Efficiency Standards regulations (MEES) throughout the 5-year term of the grant condition period, in conjunction with EcoFlex funding or any future government funded scheme.

15.2 Eligibility

15.2.1 If empty the referral for this scheme will be made by the Landlord Liaison Officer/Empty Homes Officer.

15.3 Conditions

15.3.2 The maximum assistance is £1,000.

15.3.3 Where a landlord owns a property that is divided into flats the maximum cumulative grant available will be £1,500.

15.3.5 The landlord must agree to let the property at affordable rents for the next 12 months. If empty the owner must agree to let at affordable rents for the next 12 months.

15.3.6 Only works that have been agreed by the Council will be grant funded.

15.3.7 No grant works should proceed until the grant application has been processed and all relevant planning, Building Regulation or landlord approval has been obtained.

15.3.8 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the Council.

15.3.11 The contract for the works is the responsibility of the applicant.

15.3.12 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.

15.3.13 Works must be completed within 6 months of approval.

15.3.14 Grants will be subject to a local land charge and will be repayable in full if the property is sold during the grant condition period up to 5 years.

16.0 Empty Homes Grant

16.1 Background and eligible works

16.1.1 Empty Homes Grants are subject to available funding.

16.1.2 Empty homes grants provide grant assistance to owners of empty homes to enable empty properties to be let, sold or occupied by owners.

16.1.3 Works to include the elimination of Category 1 hazards and high scoring category 2 hazards, working towards the decent homes standard. If the property is going to be let - works to comply with all letting legislation.

16.1.4 Installation of energy efficiency measures, including insulation, efficient heating and renewable energy products.

16.2 Eligibility

16.2.1 Owners must have:

- Been refused a loan by Lendology CIC or taken up a Lendology CIC loan but there is a shortfall between the amount offered and the recommended scheme costs.
- Where unforeseen works increase the cost of the works over the loan limit.

16.2.2 The property must be located in an area of housing need as determined by Officers within the Housing department.

16.3 Conditions

16.3.1 The maximum assistance is £15,000.

16.3.2 Only works that have been agreed by the Council will be grant funded.

16.3.3 No grant works should proceed until the grant application has been processed and all relevant planning, Building Regulation or landlord approval has been obtained.

16.3.4 No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the Council.

16.3.5 Unforeseen and additional costs will only be paid for where they are necessary to complete the works and must be agreed by the council before they are undertaken.

16.3.6 The contract for the works is the responsibility of the applicant.

16.3.7 In all but the most exceptional cases, the council will seek to pay any approved grant funds directly to contractors on satisfactory completion of works.

16.3.8 Works must be completed within 6 months of approval.

16.3.9 The Council will require the property to be let at affordable rents and nomination rights as follows:

- Grant aid <£5,000 2 years
- Grants aid £5,001 to £10,000 4 years
- Grant aid £10,001 to £15,000 6 years

16.3.10 Grants will be subject to a local land charge and will be repayable in full if the property is sold during the grant condition period up to six years.

16.3.11 The applicant must ensure adequate home insurance cover is provided throughout the grant condition period.

17.0 Partnership Grants

17.1 Purpose and eligible works

17.1.1 To enable short term grants to be identified and carried out based on identified need and in line with the Housing and Private Sector Housing Strategy e.g. to replace inefficient boilers in vulnerable households, incentives to install micro generation technology eg solar panels, air source heat pumps etc.

17.1.2 Eligible works to be determined based on a specific project.

17.2 Eligibility

17.2.1 To be determined based on a specific project.

17.3 Conditions

17.3.1 Maximum grant of up to £10,000 but determined for each specific project and within budgets available at the time.

17.3.2 Short term projects to be agreed by the Private Sector Housing Manager, in consultation with the Council's Executive Member with responsibility for Housing and to meet objectives in the Council Plan and/or Housing Strategy.

17.3.3 Approval and future occupation conditions to be determined for each specific project.

18.0 General Terms for All Forms of Assistance

18.1 Definition of decent homes standard

18.1.2 This is a government standard and for a dwelling to be considered 'decent' it must:

- Be free of serious hazards
- Be in a reasonable state of repair
- Have reasonably modern facilities and services
- Provide a reasonable degree of thermal comfort

18.1.3 There is currently a consultation on this standard and any changes will be adapted within the policy as appropriate [A Decent Homes Standard in the private rented sector: consultation - GOV.UK \(www.gov.uk\)](http://www.gov.uk).

18.2 Definition of Housing Health and Safety Rating System (HHSRS) Category 1 & Category 2 hazards

18.2.1 The Housing Act 2004 introduced the Housing Health & Safety Rating System (HHSRS). It is a calculation based on the assessment of the effect of 29 possible hazards on the health of occupiers and potential visitors to the property, It is a two-stage calculation combining the likelihood of an occurrence and the range of probable harm outcomes to give a numerical rating for each hazard identified. The assessment will be based on the potential occupant who is the most vulnerable to that risk. The two stages are combined to give a numerical rating in respect of each hazard.

18.2.2 The most serious hazards are Category 1 (within which there are three banding levels) and less serious hazards are classed as Category 2.

18.3 Essential repair works

18.3.1 Essential repair works includes the repair of for example leaking roofs/rain water goods, defective standard amenities, defective windows/external doors, defective heating systems, safety and security deficiencies, other matters subject to the agreement of the Team Leader.

18.4 Waiver on conditions

18.4.1 It is the Council's policy to reclaim grant monies in all circumstances of a relevant disposal. However, conditions may be waived where there is a relevant disposal at the discretion of the Private Sector Housing Team Manager, in consultation with a member of the Senior Leadership Team, in exceptional circumstances and having regard to the individual circumstances.

18.4.2 Compliance checks will be carried out by the Council to ensure that all grant conditions are complied with.

18.5 Appeals

18.5.1 An appeal against a decision made in respect of assistance can be made, in writing, which will be considered by Private Sector Housing Manager, in consultation with a member of the Senior Leadership Team.

18.6 Exceptional circumstances

18.6.1 Where it is considered that there are exceptional circumstances, as determined by the Private Sector Housing Manager in consultation with a member of the Senior Leadership Team, which warrant consideration outside this policy, an application may be made, as appropriate.

18.7 Local land charge and title restriction

18.7.1 Where policy conditions state that a local land charge or Title Restriction will be registered against the property, this means that when local searches are undertaken by a solicitor prior to the purchase of a property or perhaps a re-mortgage, this condition will be flagged up and will need to be cleared by the owner before the sale of a property. In most circumstances this charge is only removed if the grant or loan is repaid in full.

18.8 Affordable rent levels

18.8.1 To be determined by Private Sector Housing Manager, in consultation with a member of the Senior Leadership Team.

18.9 Changes to passporting or eligibility benefits

18.9.1 When changes to Welfare Benefit are implemented, the Private Sector Housing Manager will determine the changes to the policy, as appropriate.

18.10 Charging policy

18.1.1 The Council will charge a standard administration fee that [Fees and charges - Teignbridge District Council](#), currently £39.00 for the retrieval and the production of grant documents and records required by clients in response for proof of works requested by solicitors or other professional services.

18.11 Grant fee and charges

18.1.1 A fee of £13 will be charged to confirm details of ownership through a land registry search.

18.1.2 In addition to the actual costs of carrying out works of improvement or repair, other charges necessarily incurred in undertaking grant-aided works are also eligible for grant assistance. These include:

- Architects' fees (12% of eligible expenses plus VAT) please see "Architect Fees".
- Certain legal fees.
- Surveyors' fees.
- Charges for planning permission or building regulations approvals.
- Charges made to cover electrical, gas, asbestos etc safety checks.

- Only reasonable and necessary fees and charges will be included as eligible works up to the maximum assistance available.

18.12 Architect fees

18.12.1 Architectural Fees may be considered for the following scheduled works under the above provisions: -

- Extensions.
- Houses in Multiple Occupation.
- Any work which is structural in nature.
- Major refurbishment where various trades are co-ordinated/in operation on site.

18.12.2 Agents must discuss any proposed involvement with this department before undertaking any work. Where a professional firm is engaged to provide building or surveying services in connection with the grant application, payment of these costs remain entirely the applicant's responsibility irrespective of whether such costs are to be met from grant or loan, in whole or part.

18.12.3 The fee scale will be as tabled in the eligible expense excluding VAT. This will include disbursements and expenses but not VAT.

- | | | |
|------------|----|------|
| • Stage | 1 | 1.5% |
| • Stages 1 | +2 | 6.5% |
| • Stages 1 | -3 | 10% |
| • Stages 1 | -4 | 11% |
| • Stages 1 | -5 | 12% |

18.12.4 Stage definition

- Preliminary-Discussion with client, site appraisal, advice to client re consultants, timetable and fee costs.
- Design & Drawings -Scheme design, applications for planning and building regulations, detailed plans.
- Production information- Schedules of works, specifications, bills of quantities, preparation for tender.
- Tendering and contract advice- advise client re tender list, appraise tenders for price negotiations, advise client on contractor appointment and contract details and responsibilities. Prepare contract and arrange signature of exchange.
- Final - Administer contract on site, carry out works in progress visits, make periodic financial reports, and prepare interim certificates. Supervise completion on site. Advise client on maintenance drainage etc. Prepare Final certificate.

18.13 Loan types

18.13.1 Lendology CIC will complete a financial assessment of each applicant to determine the loan type/term/period. Lendology CIC are authorised and regulated by the Financial Conduct Authority and loans will only be offered if they are

affordable.

18.13.2 LCIC have a variety of loan products which include;

- Capital Repayment Loan.
- Interest Only Loan.
- Interest Roll Up Loan.
- Interest Only Converting to Capital Repayment.
- Interest Roll Up Converting to Capital Repayment.

18.13.3 The type of loan and loan period will be determined by Lendology CIC.

19.0 Complaints

19.1.1 If an applicant is dissatisfied with the Council then they can make a complaint to the Council using the Council's complaint procedure.

www.teignbridge.gov.uk/commentsandcomplaints

20.0 Provision relating to the death of an applicant

20.1.1 Where the applicant dies after liability has been incurred for any preliminary or ancillary charges or the relevant works have begun, the council may, if they think fit, pay assistance in respect of some or all of the works carried out.

Appendix A: Eligible works

Disabled Facilities Grant and Accessible Homes Grant

An assessment by an agreed Occupational Therapist must be carried out. The Occupational Therapist will then recommend the type of adaptation required.

Minor works are assessed by the Occupational Therapist and may be dealt with outside of the grant process.

In order to decide on an eligible scheme there is a two-stage process:

- a) The Occupational Therapist assesses what is 'necessary and appropriate' to meet the needs of the disabled occupant.
- b) The Private Sector Housing Team assess what measures are reasonable and practicable to meet the identified needs in practice.

During both of the stages of this process the Occupational Therapist and the Private Sector Housing Team will work closely with the applicant to ensure, as far as possible, that their input is taken into account.

Purposes for which a grant must or may be given

The following are the purposes for which a mandatory Disabled Facilities Grant are available, as contained in legislation.

Each adaptation criteria is provided with an example. The examples are intended to give a brief idea of the type of work available. In each case, the eligible works will be decided through the process laid out in 4.0 above.

1. Facilitating access by the disabled occupant to and from the dwelling, or the building in which the dwelling or, as the case may be, flat is situated;
 - For example, ramping and/or handrails to the main external door.
2. Making the dwelling safe for the disabled occupant and other persons residing with them;
 - For example, upgrading of the electrical installation, where the current installation is considered unsafe for the disabled occupant.
3. Facilitating access by the disabled occupant to a room used or usable as the principal family room;
 - For example, alterations to facilitate wheelchair access to a living room.
4. Facilitating access by the disabled occupant to, or providing for the disabled occupant, a room used or usable for sleeping;
 - For example, alterations to facilitate wheelchair access to a bedroom.
5. Facilitating access by the disabled occupant to, or providing for the disabled occupant, a room in which there is a lavatory, or facilitating the use by the disabled occupant of such a facility;
 - For example, installation of a stairlift to facilitate access to a first floor WC.
6. Facilitating access by the disabled occupant to, or providing for the disabled occupant, a room in which there is a bath or shower (or both), or facilitating the use by the disabled occupant of such a facility;
 - For example, installation of a level-access shower.
7. Facilitating access by the disabled occupant to, or providing for the disabled occupant, a room in which there is a wash hand basin, or facilitating the use by the disabled occupant of such a facility;
 - For example, provision of an accessible wash hand basin, including any alterations necessary to facilitate access.
8. Facilitating the preparation and cooking of food by the disabled occupant;
 - For example, installing low-level food preparation areas.
9. Improving any heating system in the dwelling to meet the needs of the disabled occupant or, if there is no existing heating system there or any such system is unsuitable for use by the disabled occupant, providing a heating system suitable to meet his needs;
 - For example, upgrading/replacing of boilers/radiators where the property has been extended as part of a wider adaptation.
10. Facilitating the use by the disabled occupant of a source of power, light or heat by altering the position of one or more means of access to or control of that source or by providing additional means of control;
 - For example, alterations to the height and/or position of light switches and power points to make them accessible to the disabled person.
11. Facilitating access and movement by the disabled occupant around the dwelling in order to enable them to care for a person who is normally resident there and is in need of such care;
 - For example, widening of doorways.
12. Facilitating access to and from a garden by a disabled occupant; or making access to a garden safe for a disabled occupant;
 - For example, providing access to an area of the garden suitable for the disabled occupant.

Further details

If you need this information in another format please contact us

Housing Services

Forde House

Brunel Road

Newton Abbot

Devon

TQ12 4XX

Tel: 01626 361 101

psh@teignbridge.gov.uk

www.teignbridge.gov.uk/housing

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Equality Impact Assessment



Assessment Of:	Housing Assistance policy for loans and grants
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Housing	Assessment carried out by: Alison Dolley
Service Area: Housing	Job Role: Private Sector Housing 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.

Revision of housing loans and grants policy in particular having regard to Devon agreement for the use of Better Care funding to fully utilise the allocation to meet specific needs in its area, including those that may fall outside of the scope of the statutory Disabled Facilities Grant (DFG).

1.2 Who will the proposal have the potential to affect?

Service users
 The wider community
 Teignbridge workforce

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]

This policy will enable disabled applicants to access fast track Discretionary grants (Lift and Bathroom grants) bypassing the need for a financial test of resources as is required by the mandatory disabled facility grants. Disabled applicants will also be able to access discretionary

Accessible homes grants for top up funding and also towards their contribution, as well as broadening of the criteria for Healthy Homes grants to include assisting with hoarding etc. and increasing the amount of ECO top up grant available
 Discretionary grants will be subject to funding available with mandatory DFGs taking precedent at any time.
 The policy also includes for loans via Lendology as well as a range of discretionary grants for residents who don't fit the criteria for BCF funding and for landlords to assist with improving housing conditions. These are subject to funding available

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 <i>[Include a reference where known]</i>	Summary of what this tells us
Additional comments:	

2.2 Do you currently monitor relevant activity by the following protected characteristics? No, but most applicants who are eligible for the funding will have to be registered or registerable disabled as defined by the Housing Grants, Construction and Regeneration Act 1996 (as amended).

<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> 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.

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.

Consultation with Officers at DCC including locality-based Occupational Therapists, as well as the Devon Districts and Lendology

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.

The policy allows for discretion to be used depending on individual circumstances and subject to funding

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)	
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 type="checkbox"/> No <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Other group(s) <i>Please add additional rows below to detail the impact for other relevant groups as appropriate e.g. Asylums and Refugees; Rural/Urban Communities, Homelessness, Digital Exclusion, Access To Transport</i>	
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

Yes, the policy is broadly aimed at assisting residents to remain independent in their own home for as long as possible and to reduce hospital admission (through for example the prevention of falls etc. The policy also allows for provision of subsidised loans to assist with improving housing conditions including improving the energy efficiency of homes

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:

N/A

Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:

The Housing Assistance policy will provide broader opportunities for eligible residents to access financial assistance to carry out adaptations to their homes to enable them to remain independent.

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

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.

Ongoing quarterly reporting to DCC on delivery and spend

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.

Reviewed by Service Manager: Yes <input type="checkbox"/> No <input type="checkbox"/> Instead was reviewed by:	Strategic Leadership Team Sign-Off:
Date:	Date:

**Teignbridge District Council
Executive Committee
06 June 2023
Part i**

Developer contributions funding for improvements to Highweek Scout hut for wider community use

Purpose of Report

To seek approval for the expenditure of up to £175,000 grant from developer contributions to fund improvements to the existing Highweek Scout Hut facility, creating an improved community building for public hire.

Recommendation(s)

The Committee RESOLVES to:

- (1) Agree approval of up to £175,000 grant funding to be paid to Highweek Scouts for improvements to the Scout Hut; and
- (2) Grant delegated authority to the Head of Place and Commercial services to enter into necessary legal agreements associated with funding the project and securing ongoing community access.
- (3) Note that the funding agreement will be contingent on the building being available for wider community hire as set out in Appendix A.

Financial Implications

The financial implications are detailed in 3.1 below
Martin Flitcroft, Chief Finance Officer & Head of Corporate Services
Email: @teignbridge.gov.uk

Legal Implications

There are no specific legal implications arising out of this report. However, the commentary at paragraph 3.2.1 should be considered.

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

Risk Assessment

The risks may include but are not limited to delays in securing planning permission; challenges securing builders and contractors; builders or contractors not completing work or doing so to an insufficient standard; increased build costs and project over spend.

Teignbridge is not responsible for the construction, however the Heads of Terms are clear that grant payments will only be made upon completion of works, which helps mitigate some of these risks to the Council.

Alex Lessware, Senior Planning and Delivery Officer
alex.lessware@teignbridge.gov.uk

Environmental/ Climate Change Implications

The climate change implications are set out in 3.4.1 below.

William Elliot, Climate Change Officer
william.elliott@teignbridge.gov.uk

Report Author

Alex Lessware, Senior Planning & Delivery Officer
alex.lessware@teignbridge.gov.uk

Executive Member

(To be confirmed)

Appendices/Background Papers

1. Introduction/Background

- 1.1. Developer contributions (via a Unilateral Undertaking) was secured from the 'NA2 Whitehill' development to support improvements to community facilities in the Highweek area, totalling £203,000.
- 1.2. Working with the local ward member and community organisations, a project has been identified for deployment of the funding for improved community facilities, in the form of improvements to the Highweek Scout Hut.
- 1.3. The project is considered to be the best existing option for delivering improved community facilities within the Highweek area. A location map of Highweek Scout hut is at Appendix B.

2. Objectives

- 2.1. Provide a multi-purpose and flexible community building;
 - 2.1.1. The project will improve local community access to a newly refurbished community building with modern facilities and meeting places within Highweek;
 - 2.1.2. The main project works include extension of the building footprint, installation of a new larger kitchen, new accessible toilets and showers, a separate meeting room, insulation and energy efficiency improvements and car park resurfacing.
 - 2.1.3. The building will be used by the Scouts and available to other groups.
- 2.2. Affordable space for hire;
 - 2.2.1. The funding agreement will set out an approach to procurement and project monitoring, as outlined in the agreed Heads of Terms (appendix A).
 - 2.2.2. The Scout group will be required to ensure convenient and affordable hall hire and ensure a convenient public booking system is in place.

- 2.3. Project management and completion;

2.3.1. The Scouts will be procuring and managing the project. The applicant has provided initial quotes of £150,000 - £178,000. The applicant will spend their own existing funds of £15,000 first.

3. Implications, Risk Management and Climate Change Impact

3.1. Financial

3.1.1. The funding for the Teignbridge contribution towards this project will be £175,000 from the “community facilities” developer contribution from planning application (16/01968/MAJ) at Whitehill, Newton Abbot. The Highweek Scouts will fund the first £15,000 of the project.

3.2. Legal

3.2.1. Given the prevailing circumstances and the status of those to benefit from the funding, it would be most appropriate to agree the terms of a funding agreement so as to ensure the continued and future community benefit provision.

3.3. Risks

3.3.1. Delivery of building works requires the Highweek Scout Group to seek and secure necessary permissions (e.g., Planning) and secure competent builders / trades persons to ensure successful completion. Teignbridge officers will not be involved in this process.

3.3.2. There are financial risks related to building works and managing budgets that lie with the Scouts. Teignbridge will therefore only pay out the grant following invoices for completed construction works. To safeguard Teignbridge Council's interest, a funding agreement will be put in place with the 1st Highweek Village Scout Group (registered charity number 301079). This Group is a member of and governed by the Scout Association. The 2022 Accounts for the Highweek Scout Group and contact details for the group's Executive Committee Trustees have been made available.

3.4. Environmental/Climate Change Impact

3.4.1. The project will need to adhere to relevant Local Plan policies, and steps will need to be taken to reduce operational and embodied carbon to mitigate the project's environmental impacts. Where possible and relevant, the proposals should seek to follow the principles of the Authority's Part 1 Carbon Action Plan, Policy 3: Low Carbon Buildings, and Policy 4: Embodied Carbon.

4. Alternative Options

4.1.1. Highweek village hall has confirmed that it does not have use for the funding given the limitations of the building. However, the nearby Scout facilities (400m west of the village hall) do require improvements and can be made into a more suitable multi-use community building.

4.1.2. The alternative use for this funding is a contribution to the larger 'NA1 Houghton Barton' community building. However, this building is part of the larger NA1 development, and it may be some years before it commences. The building is also likely to be further away, approximately 1.9km to the west of the village hall.

5. Conclusion

- 5.1.1. It is recommended that the Executive Committee agrees to providing grant funding to the Scouts for the sum of up to £175,000 subject to a funding agreement that reflects the points set out in the Heads of Terms (Appendix 1) and any other requirements as determined by TDC Legal.

Appendix A: Heads of Terms for Funding Agreement to enable Construction and Refurbishment of Highweek Scout Hut, Howton Road, Newton Abbot, TQ12 1QJ

Funding amount

The total grant available to the Applicant subject to the Funding Agreement is £175,000.

Procurement

The Applicant is required to ensure 3 quotes are sought for the works. As a minimum this would require at least 3 quotes for each of the key components / main contractors, such as the main building works, kitchen refit and the car park resurfacing.

The Applicant will be required to agree a staged payment construction process with the builder(s), with the car parking works being the final element of the project to be commissioned and completed.

Should costs increase over the construction process, the car park resurfacing is the lowest priority element of the project (and therefore would not be completed unless additional budget was secured).

Construction Works

The project will be to deliver a multi-purpose and flexible Community Building. The project will improve local community access to an improved Scout Hut with modern facilities and meeting spaces within Highweek. The main project works include;

- the extension of the footprint of the building;
- installation of a new and larger kitchen;
- new accessible toilets and showers;
- a new separate meeting room;
- insulation and energy efficiency improvements;
- roofed open sided porch area at front of building;
- storage space, and;
- car park resurfacing.

All buildings and relevant works shall secure planning permission and be constructed to Building Regulations, as required.

Building works must commence by the backstop date of end of March 2025.

Community Access

A community use agreement will be agreed, using the template on the Sport England website as a basis [Community Use Agreements | Sport England](#). This will set out key objectives for the community space, including;

- Setting hire costs and/or benchmarking against hall hire costs in Newton Abbot;
- Clearly set out hall hire costs online;

- Ensure a convenient hall booking system is in place.

Timescale

The Funding Agreement will safeguard the building's function as an accessible community building for hire, for the long term.

Funding and Financial Records

The Grant will be paid in staged payments upon receipt of an invoice and evidence of the works having been carried out. That evidence being, but not limited to photographic evidence and/or site visits by officers of the Council subject to arrangement with the Scouts.

All and final grant payments must be requested within the period of up to 36 months from commencement.

The Applicant must maintain full and proper accounts and records, including invoices, which show how the Grant has been used.

Reporting

The Applicant will submit progress reports on an annual basis showing a breakdown of expenditure and outputs achieved until completion of the works.

A completion Report is to be submitted at the conclusion of the works to include final costs and pictures of works completed.

Indemnity

The Applicant shall provide, maintain and pay for the following insurances:

1. £5,000,000 in respect of instance of failure to use skill and care normally exercised by professionals providing services;
2. £5,000,000 in respect of instance of bodily injury to or death of any person.
3. £5,000,000 in respect of instance of bodily injury to or death of employees.



Highweek Scout Hut

Scale:
1:12,500

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Equality Impact Assessment

Assessment Of: Highweek Scout Hut improvements	
Other: Infrastructure Funding	Project: New
Directorate: Spatial Planning	Assessment carried out by: Alex Lessware
Service Area: Property and Commercial Services	Job Role: Senior Planning Officer
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.

To provide a grant fund to the Highweek Scout Group to enable them to make physical infrastructure improvements to their Scout hut. This will allow the building to be more suitable for a range of community uses, more accessible and energy efficient. The building will be able to be hired by other community groups.

1.2 Who will the proposal have the potential to affect?

Service users
 The wider community
 Teignbridge workforce

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]

The proposal will allow the building to have new toilets fitted, that can be designed to be accessible to all users. Other improvements include a new meeting room and kitchen.

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	Summary of what this tells us

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

<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender Reassignment
<input type="checkbox"/> Marriage and Civil Partnership	<input type="checkbox"/> Pregnancy/Maternity	<input type="checkbox"/> Race
<input type="checkbox"/> Religion or Belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual Orientation
		<input checked="" type="checkbox"/> None

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.

The building improvements are being funded by Teignbridge, but all works and ongoing management and maintenance will be carried out by Highweek Scouts Group.

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.

Highweek Scout Group and relevant Ward Member.

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.

Teignbridge will engage with the Scout Group only, through legal agreements to clarify the outcomes of the work and funding when construction stages are completed.

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)	
Increased opportunity for various community groups to meet.	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Age: Older People	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Disability	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Sex	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	

Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? NO
Potential impacts:	
Mitigations:	

OTHER RELEVANT CHARACTERISTICS

Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Mitigations:	
Other group(s)	NO
Other group(s)	NO
Mitigations:	
Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? NO

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

The proposal will provide a more accessible building, in particular accessible toilets. There is not yet a planning permission (if needed) or detailed plans for the refurbishment, and therefore it is not known if there are likely to be other benefits to groups with protected characteristics. However, availability of community space can often benefit groups such as children, young people, pregnant women, etc, by providing a place to meet and hold events.

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:
None
Summary of positive impacts / opportunities to promote the Public Sector Equality Duty:
The building will need to comply with relevant building regulations. New toilet facilities are proposed to be more accessible.

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
Ensure Funding Agreement secures Accessible Toilets	Legal	Unknown

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.

Newly refurbished Scout Hut building available for hire for the wider community.
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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.

Reviewed by Service Manager: Yes <input type="checkbox"/> No <input type="checkbox"/> Instead was reviewed by:	Strategic Leadership Team Sign-Off:
Date:	Date:

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Teignbridge District Council
Executive
6 June 2023
Part i

Adoption of Ipplepen Neighbourhood Development Plan

Purpose of Report

To seek the adoption of the Ipplepen Neighbourhood Plan.

Recommendation(s)

The Executive RESOLVES to:

- (1) 'Make' (adopt) the Ipplepen Neighbourhood Development Plan and thereby bring it into force as part of the suite of Teignbridge Development Plan Documents as a material consideration in planning terms relating to the Ipplepen Parish Area.

Financial Implications

See paragraphs 1.7 and 1.8 below.

Martin Flitcroft – Chief Finance Officer and Head of Corporate Services

Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

There are no specific legal implications arising out of this report but see Paragraph 1.9 below.

Paul Woodhead Head of Legal Services and Monitoring Officer

Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

See paragraph 1.10 below.

Rob Kelley – Senior Planning Officer

Email: rob.kelley@teignbridge.gov.uk

Environmental/ Climate Change Implications

Please refer to sections 1.11 and 1.12.

William Elliot, Climate Change Officer

Email: William.Elliot@Teignbridge.gov.uk

Report Author

Rob Kelley, Senior Planning Officer

Email: rob.kelley@teignbridge.gov.uk

Executive Member

Executive Member for Planning - Unconfirmed at the time of writing this report.

Appendices

The Ipplepen Parish Neighbourhood Plan is available online at www.teignbridge.gov.uk/ipplepennp

Introduction and Background

- 1.1. Following designation of the Ipplepen Parish area in July 2015, the Parish Council and the Ipplepen Neighbourhood Plan Steering Group began work on their Neighbourhood Plan. The development of the plan was informed by extensive community and stakeholder engagement, formally and informally throughout the plan development process. The Neighbourhood Plan contains a range of locally produced policies, to help guide the decision-making process.
- 1.2. Following the formal consultation period (Pre-submission & Submission), the plan was submitted to the District Council and then subjected to an independent examination to assess whether it met the 'Basic Conditions'. The successful examination of the plan led to a referendum in which the decision to 'make' (adopt) the neighbourhood plan was put to a local vote in Ipplepen Parish on 4th May 2023.
- 1.3. The referendum resulted in a 44% turnout with 78.6% of those casting their ballot voting yes to the question: (the wording of which is prescribed in the regulations); *Do you want Teignbridge District Council to use the Neighbourhood Plan for Ipplepen to help it decide planning applications in the neighbourhood area?*
- 1.4. Statute requires that planning applications should be determined in accordance with the provisions of the development plan unless material considerations indicate otherwise. Once the Neighbourhood Plan is 'made' it formally becomes part of the Development Plan for the parish (alongside the Teignbridge Local Plan and Devon County Minerals and Waste Plans) and will therefore have a significant role in decision-making on planning applications within the parish.
- 1.5. Note that neighbourhood plans are 'Made' which has essentially the same meaning as when a Local Plan is 'adopted'. This accords with the provisions of the Planning and Compulsory Purchase Act 2004 Section 38A(4) as amended.

Groups consulted

- 1.6 In accordance with the Neighbourhood Planning Regulations, the Ipplepen Neighbourhood Plan was led and informed by local people. A total of five stages of public and stakeholder consultation were undertaken during the development of the plan before it progressed to public referendum.

Implications, Risk Management and Climate Change Impact

Financial

- 1.7 Introduction of the Neighbourhood Plan will mean that 25% of Community Infrastructure Levy receipts collected within Ipplepen Parish will be passed to the Parish Council for them to spend on community priorities. Until now, that figure has been 15% and the difference has been retained by Teignbridge to put towards infrastructure improvements across the district. Over the next 10 years, estimates indicate that CIL generated in Ipplepen could amount to around £1.3million, meaning that at least £130,000 more could be passed to the Parish Council. Forecasts that underpin Teignbridge's capital programme already take this shift into account and there will be no immediate impact on our approved capital programme.
- 1.8 Teignbridge District Council will receive £20,000 following the referendum, which covers the costs accrued by the District Council in supporting preparation, examination and referendum of the Neighbourhood Plan.

Legal

- 1.9 With the successful referendum, Teignbridge Council must 'make' the neighbourhood plans unless doing so would breach or would otherwise be incompatible with any obligation or Convention under the Human Rights Act. No such conflict has been identified by the neighbourhood plan examiner or by Officers of the Council. In addition, the Habitat Regulation Assessments and Strategic Environmental Assessment Screening reports did not identify any likely significant effects on the environment. As such no conflict or breach with the above has been identified and the Neighbourhood Plan should be 'made'.

Risks

- 1.10 As the 'made' neighbourhood plan will entitle the Parish Council to receive 25% of CIL receipts for development in Ipplepen Parish, it is more important than ever that the Councils work together on infrastructure delivery and that investment priorities are aligned.

Environmental / Climate Change Impact

- 1.11 The Plan makes a positive contribution towards mitigating climate change and supporting the environment, and will be considered in conjunction with other statutory documents and policy including the district Local Plan and the national planning policy framework.
- 1.12 Policies contained within the Plan include requirements for electric vehicle charging (IPP Policy 1), safeguards for existing community facilities (IPP Policy 5), requirements for carbon statements (IPP Policy 7) and support for the creation of local employment sites (IPP 11); these carbon focussed policies may also be considered in conjunction with policies to protect hedge rows (IPP Policy 2), the protection of designated green spaces (IPP Policy 6) and protection of the South Hams Special Area of Conservation (SAC).

Conclusion

- 1.13 With the successful referendum, Teignbridge Council must now 'make' the neighbourhood plan through Executive resolution.

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