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25 October 2024

EXECUTIVE

A meeting of the **Executive** will be held on **Monday, 4th November, 2024** in the **Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX** at **10.00 am**

PHIL SHEARS
Managing Director

Membership:

Councillors Buscombe, Goodman-Bradbury, Hook, Keeling (Leader), Nutley, Palethorpe (Deputy Leader), G Taylor, Williams and Parrott

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

AGENDA

Part I

1. **Apologies for absence**
2. **Minutes** (Pages 3 - 6)
To approve and sign the minutes of the meeting held on 7 October 2024
3. **Announcements (if any)**
4. **Declarations of Interest (if any)**
5. **Executive Forward Plan**
To note forthcoming decisions anticipated [on the Executive Forward Plan](#)

6. **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.

7. **Statement of Community Involvement**

(Pages 7 - 42)

8. **Safeguarding Policy Review**

(Pages 43 - 68)

9. **Budget Monitoring 24/25**

(Pages 69 -
108)

10. **Update on Future High Street**

11. **Teignbridge District Council Housing Development**

(Pages 109 -
116)

12. **For Information - Individual Executive Member Decisions**

[Executive Member Decisions](#)

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

RECOMMENDED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of item 14 on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph 3 of Part 1 of Schedule 12A of the Act.

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

14. **Teignbridge Distirict Council Housing Development**

(Pages 117 -
118)

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

EXECUTIVE

7 OCTOBER 2024

Present:

Councillors Keeling (Leader), Nutley, Palethorpe (Deputy Leader), G Taylor and Williams

Members in Attendance:

Councillors Clarence, Sanders and Thorne

Apologies:

Councillors Buscombe, Goodman-Bradbury and Hook

Officers in Attendance:

Phil Shears, Managing Director

Amanda Pujol, Head of Customer Experience and Transformation

Paul Woodhead, Head of Legal & Democratic Services (Monitoring Officer)

Simon Authurs, Deputy Chief Finance Officer

Matthew Billings, Team Leader NDR Sundry Debt, Revenue and Benefits

Graham Davey, Housing Enabling and Development Manager

David Eaton, Environmental Protection Manager

These decisions will take effect from 10.00 a.m. on Monday 14 October 2024 unless called-in or identified as urgent in the minute

71. MINUTES

The Minutes of the Executive held on 10 September 2024 were agreed as a correct record and signed by the Leader.

72. DECLARATIONS OF INTEREST

None.

73. EXECUTIVE FORWARD PLAN

RESOLVED that the forward plan be noted.

74. PUBLIC QUESTIONS

None.

75. RECOMMENDATION FROM OVERVIEW & SCRUTINY COMMITTEE - MEDIUM TERM FINANCIAL PLAN TASK AND FINISH GROUP

The Overview and Scrutiny Committee Chair/Task and Finish Group Chair presented the recommendations from the [Overview and Scrutiny Committee on](#)

[16th September, 2024](#), and thanks all Cllrs of the group and officers who had provided support.

In response to a question regarding details of the mitigation in relation to recommendation 2, it was noted that 21 of 25 cases that were currently capped would continue to be capped but that these businesses could apply for 75% retail and hospitality relief at present.

It was unanimously,

RECOMMENDED to Full Council that:-

1. The Council Tax Policy is amended to remove the 100% Council Tax exemption (1 month period) for empty, unfurnished properties. This revokes a decision made by Full Council on 15 January 2013 and concerns only the Class C discount
2. The Discretionary Non-Domestic (Business) Rate Relief Policy is amended to reflect the following changes:
 - a. £1,500 Cap (no step or phasing) to be introduced across all discretionary relief regardless of organisation type
 - b. 50% maximum award for 'Not for Profit' Organisations (£1,500 Cap would also still apply)
 - c. Maximum two years awards at any one time. After that organisations must re-apply and then depending on circumstances relief can be re-awarded on a one or two year basis if eligible
 - d. The policy will be strengthened to make it clear that Teignbridge District Council view Discretionary Rate Relief as a short-term assistance to allow the organisation to establish itself and achieve financial stability and are not minded to use discretionary rate relief as a financial top-up for organisations that are not otherwise financially viable.

RESOLVED that:-

3. Councillors Community Fund to continue at £1,000 per annum per member with a minimum grant level of £150 to improve the benefits received by the applicant and to ensure that Council resources are used more efficiently
4. All Service managers to present options for Fees and charges for their area of control to generate an additional 10% income (5% over the assumed MTFP level) from 1 April 2025 together with the implications. In addition, the following charges will be implemented in all Teignbridge Council Car-Parks where the fees currently apply:

- i. Coach parking to be increased to a flat rate of £10 from £4 (Up to 4 hours) /£6 (All day transferable). All tickets will be transferable between Teignbridge Car-Parks that have Coach Parking spaces
 - ii. Sunday Parking to be increased to £2 from £1.20 (+67%) in all Car-Parks where that rate applies. In the resorts, this is only during the low season of 1 November – 31 March as at other times of the year, charges apply Monday to Sunday
5. Approval of Council tax increases at the maximum allowed, currently £5.70 (2.99%) in 2024/25.

76. TEIGNBRIDGE HOUSING MANAGEMENT POLICIES

Consideration was given to the report which sought approval for additional Housing Management Policies to ensure the Council complies with the expectations of the Housing Regulator in respect of its Housing Stock. The policies aligned with those of Teign Housing and Exeter City Council.

It was unanimously,

RESOLVED the following policies as appended to the agenda report be approved:-

1. The Housing Adaptations Policy;
2. The Housing Complaints Policy;
3. The Housing Anti Social Behaviour Policy;
4. The Housing Right to Buy Policy; and
5. The Housing Mutual Exchange Policy

77. PEST CONTROL CONTRACT

The Executive Member for Recycling, Household Waste and Environmental Health presented the report to consider the proposal to charge a fee for the provision of a pest control service for rats and mice control and to agree the fee.

It was unanimously,

RESOLVED to:-

- (1) Charge a fee for the provision of a pest control service for rats and mice control; and
- (2) The fee is £72 per service request with a 50% reduction for those on Council Tax Reduction.

78. UPDATE ON FUTURE HIGH STREET

The Executive Member for Estates, Assets, Parking & Economic Development advised:

- The completion of the major works on Queen Street by the end of November was on schedule. The construction works on Queen Street were progressing well including the reuse of the original granite curb stones, respecting the town's heritage while upgrading its infrastructure. The widening of the footpath outside the primary school, as requested by the school was completed.
- Bradley Lane development was progressing and would address both local housing needs for affordable and rented homes, and the government's wider agenda for delivering affordable and social housing, particularly on brownfield sites.
- Market traders were scheduled to relocate to the newly established Mini Market Hall, located in the former Post Office building, on 14th October 2024 with a formal opening on 16th October. The existing public toilets would be relocated to the ground floor of the refurbished Market Hall, improving accessibility for all.

RESOLVED that the update be noted.

79. FOR INFORMATION - INDIVIDUAL EXECUTIVE MEMBER DECISIONS

The decisions were noted.

CLLR R KEELING
Chair

The meeting started at 10am and finished at 10.31am

**Teignbridge District Council
Executive Committee
5th November 2024
Part i**

Report Title: Statement of Community Involvement

Purpose of Report

To seek approval for the adoption of the Statement of Community Involvement (SCI) which we are required to update every 5 years.

Recommendation

That Executive resolves to adopt the Statement of Community Involvement (SCI) November 2024 (Appendix 1) for the purposes of carrying out planning policy consultations and consulting on planning applications.

Financial Implications

These are as set out in section 3.1.
Martin Flitcroft – Director - Corporate
Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

These are as set out in section 3.2.
Paul Woodhead - S151 Monitoring Officer
Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

These are as set out in section 3.3.
Michelle Luscombe – Principal Planner
Email: michelle.luscombe@teignbridge.gov.uk

Environmental/ Climate Change Implications

These are as set out in section 3.4.
Will Elliot – Climate Officer
Email: william.elliott@teignbridge.gov.uk

Report Author

Michelle Luscombe
Planning Policy Manager
Email: michelle.luscombe@teignbridge.gov.uk

Executive Member

Cllr Gary Taylor - Executive Member for Planning

Appendices/Background Papers

Appendix 1: Statement of Community Involvement 2024

Appendix 2: Equality Impact Assessment

1. Purpose

1.1.1. To seek approval for the adoption of the updated 2024 Statement of Community Involvement (SCI).

2. Report Detail

2.1. Background

2.1.1. The SCI is a legally required document that sets out how we will involve local communities, businesses and other interested parties when we prepare planning policy documents and determine planning applications.

2.1.2. The 2017 amendments to the Town and Country Planning (Local Planning) (England) Regulations requires SCIs to be reviewed every five years.

2.1.3. Our current SCI was adopted by the then Executive on the 6th of June 2019 which means it is now out of date and an updated one is required.

2.1.4. The SCI details the consultation Teignbridge District Council will undertake on planning policy documents, including the types of planning policy documents on which we will consult, who we will consult on these, the methods of engagement we will use and the timescales we will follow. It also sets out how we will consult on planning applications.

2.1.5. The updated SCI is largely unchanged from the 2019 version, as a review of the document has identified that it remains fit for purpose subject to some small amendments being made. These amendments are set out in section 2.2 and relate primarily to changes as a result of:

- Statutory requirements
- Technological changes
- One Teignbridge Council Strategy consultation

- 2.1.6. The SCI as proposed supports existing council initiatives, including the council's One Teignbridge strategy principles of '*The Way We Will Work*', with the pledge to '*talk meaningfully with you about the projects and decisions that affect you and your area*'.
- 2.1.7. In 2019, a full consultation on the SCI was carried out. A number of key issues which were raised during this consultation were embedded in the SCI and are proposed to remain. These are:
- **Neighbourhood Plans:** Various responses felt that the SCI should have greater emphasis on Neighbourhood Planning. The SCI therefore includes specific sections relating to the advice and assistance we will provide to neighbourhood planning groups and the key stages involved in Neighbourhood Plan preparation.
 - **Views of Local People:** It was felt that the views of local people should be better considered when decisions are made. All consultation comments received are fully considered and either full or summarised responses are provided to ensure transparency.
 - **Length of Local Plan Documents:** Often, planning policy documents are technical and lengthy, which discourages involvement. The SCI makes a commitment to avoid jargon wherever possible. For the Local Plan review, this has been done by preparing plain English "need to know guides" for each stage of consultation.
 - **Site Notices:** There was a request that all nearby properties be written to when a planning application is submitted, rather than relying on a site notice and local press for publicity which may not be seen by all. The procedures carried out by the Council accord with the Town and Country Planning Act 1990 (as amended), Development Management Procedure Order and have also been approved by the Council's Planning Committee. The procedure varies according to the nature of the application received. However, officers do have discretion to provide additional publicity if it is deemed necessary.

- **Social media:** It was requested that the Council makes greater use of social media to engage the public in planning issues. This commitment is included in the SCI and we now regularly use this as a key method of consultation engagement.

2.2. Amendments from 2019 SCI

2.2.1. The key amendments to the previously adopted 2019 Statement of Community Involvement are as follows:

- The 'Our Commitments' section on page 4 has been updated to reflect the priorities fed back through the One Teignbridge consultation and align the terms in the inclusivity principles to the Equality Act 2010.
- Document hyperlinks have been updated.
- Paragraph 2.17 has been updated to reference the use of AI technology to analyse consultation responses, including the processing of data by third parties.
- Paragraph 2.18 includes reference to planning documents being made available at the Council's Offices in accordance with regulation requirements.
- The Examination box on page 7 has been updated to reflect the most recent tests of soundness as set out in national policy.
- Paragraph 4.1 has been amended from 'may' to 'will' to clarify requirements.
- Paragraph 4.3 clarifies who will be sent the weekly list of validated planning applications.
- The list of consultees in Appendix 2 has been updated to reflect the latest wording in The Town and Country Planning (Local Planning) (England) Regulations 2012, Section 2
<https://www.legislation.gov.uk/ukxi/2012/767/regulation/2>
- All dates and references have been changed to be accurate to November 2024.

3. Implications, Risk Management and Climate Change Impact

3.1. Financial

3.1.1. There are no direct financial implications of this updated SCI. Individual consultations relating to specific planning policy documents will address financial implications as they arise.

3.2. Legal

3.2.1. Section 18 of the Planning and Compulsory Purchase Act 2004 (as amended) places a legal requirement on Local Planning Authorities to have an adopted SCI. The 2017 amendments to the Town and Country Planning (Local Planning) (England) Regulations have also introduced a requirement to review the SCI every 5 years.

3.2.2. There is no statutory legal requirement to consult on the SCI. The current SCI which remains largely unchanged in this updated version was consulted on for an 8-week period alongside the Teignbridge Local Plan Review 2020-2040: Issues Consultation in May 2018. Responses to the recent consultation on the One Teignbridge Council Strategy in relation to how the Council engages with its communities have been incorporated where relevant into this update.

3.3. Risks

3.3.1. In the absence of an up-to-date SCI, we are unable to carry out legally compliant consultations on planning policy documents and are open to potential challenge of planning decisions if our consultation failed to be compliant.

3.4. Environmental/Climate Change Impact

3.4.1. The additional use of technology to carry out consultation will aid in our efforts to reduce carbon emissions which would typically have been produced in more traditional methods of consultation, including face-to-face meetings and the supply of paper document copies.

4. Alternative Options

4.1.1. The recommendation is to approve the SCI as attached to this report. The alternatives are:

- **Amend the proposed Statement of Community Involvement:** If members are not in support of the SCI as proposed they could make amendments, but the SCI has been prepared with due weight to our regulatory requirements around planning consultations, our current processes and industry best practices, and the feedback from our community on their expectations of the work we will do.
- **Undertake further, more detailed consultation on the SCI:** If members are not in support of the SCI as proposed more public and stakeholder consultation could be undertaken to further broaden our evidence base. Due to the thorough existing work undertaken, and the delay this would cause to the updated SCI being in place, this is not recommended.

5. TIME-SCALE

- 5.1.1. If approved, the SCI will come into effect on 15th November 2024 and will be applied to all relevant future plan making and planning application duties.

6. Conclusion

- 6.1.1. The requirements of the Town and Country Planning (Local Planning) (England) Regulations as amended in 2017 require the Statement of Community Involvement to be reviewed on a five yearly basis. This review has been undertaken using information including best practice guidance from other local authorities and regulatory bodies, relevant updates to legislation, and from conversations with residents as part of the One Teignbridge strategy development.
- 6.1.2. The SCI as presented has been amended from the 2019 version in line with this information and reflects accurately the process by which we consult on planning policy documents in line with our obligations and the opportunities for effective consultation available to us. As such, it is recommended that this updated Statement of Community Involvement is adopted by the Executive.



PlanTeignbridge

LOCAL PLAN REVIEW 2020-2040

Statement of Community Involvement

(NOVEMBER 2024)

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1. Introduction

- 1.1 Planning affects everyone in our community. Teignbridge District Council, as the Local Planning Authority (LPA), is usually responsible for deciding where development happens in our villages, towns, open spaces and environment. It does this by preparing documents that comprise the Development Plan and by determining Planning Applications.
- 1.2 This Statement of Community Involvement (SCI)¹ explains how we will involve local communities, businesses and other interested parties when we prepare planning policy documents and determine planning applications.
- 1.3 This SCI does not contain consultation policies for planning applications that are dealt with by Devon County Council² (such as those for minerals and waste developments), nor for those relating to Dartmoor National Park³.
- 1.4 Once adopted, this SCI will become a statutory part of the Council's planning policies. It will supersede Teignbridge's previously adopted SCI (6 June 2019).

Our Commitments

We will apply the following principles to all of our planning consultations. We will also encourage the consultations done by others (for example developers, site promoters and Neighbourhood Planning Groups) to apply the principles too.

- Involvement will be open to all, regardless of age, sex, marital status, disability, religion or belief, gender reassignment or sexual orientation and with measures to encourage responses from under represented groups.
- We will seek views from interested and affected parties early in the process when comments can have greatest influence.
- Our level of consultation will reflect the level of influence or control we have over the outcome, i.e. we will focus our consultation over things we have the ability to change.
- Consultation publications will be clear and concise and will not include avoidable "jargon", without understating the complexities of any decision.
- We will give sufficient information and reasoning to allow for an informed response and we will give sufficient time for responses to be made, taking into account any statutory time requirements.
- All responses will be considered conscientiously.
- Anyone who asks us to do so will be kept informed of and consulted on emerging plans in accordance with data protection principles.
- We will make sure you can see how and why decisions are being made.

¹ The SCI is a requirement of Section 18 of the Planning and Compulsory Purchase Act 2004 (as amended). The Neighbourhood Planning Act 2017 also requires SCIs to set out how the Council will support groups undertaking neighbourhood planning.

² <https://www.devon.gov.uk/navigation/planning-and-development>

³ <http://www.dartmoor.gov.uk/living-and-working/planning/planning-policy>

2. Consulting on Planning Policy Documents

2.1 We will consult on development plans and accompanying documents including, but not limited to, Development Plan Documents (DPD), Supplementary Planning Documents (SPD), Neighbourhood Plans and Orders and the Community Infrastructure Levy (CIL) Charging Schedule.

A. Types of Planning Policy Documents

Development Plan Documents

2.2 Development Plan Documents (DPD) are planning policy documents which guide development in an area. They set out detailed planning policies which planning officers use to determine planning applications.

2.3 The Local Plan is the main DPD produced by the Council. It contains policies about where and how development can take place and includes land allocations for development. It must be supported by evidence and accord with national planning policy.

Supplementary Planning Documents

2.4 Supplementary Planning Documents (SPDs) are documents that expand upon the level of policy information provided in the Local Plan. They can be used to provide guidance but cannot be used to set out new policy.

Neighbourhood Plans and Orders

2.5 A Neighbourhood Plan is a planning policy document that sets out policies for a designated neighbourhood area. It can be used to influence the shape and type of development that will take place in a designated area. It can also allocate sites for development including land for housing and employment, safeguard areas of local green space and include policies for managing development.

2.6 A Neighbourhood Development Order grants planning permission for a particular type of development in a designated area.

2.7 Once it is adopted, by the District Council, a Neighbourhood Plan or Order forms part of the Development Plan and is a material consideration when making decisions on planning applications.

Community Infrastructure Levy Charging Schedule

2.8 Community Infrastructure Levy (CIL) Charging Schedule sets out a charge on new development which is used to pay for improving infrastructure and providing new services such as roads, education, recreation and public transport.

Publication of other Planning Policy Documents

Local Development Scheme

2.9 The timetable for the production of the Local Plan and other Development Plan Documents is published in a Local Development Scheme⁴ (LDS). This is regularly reviewed and re-published when there are changes to ensure the most updated timescales are publicly available.

Evidence

2.10 All plans are supported by a wide variety of evidence which is produced and updated throughout plan preparation stages.

2.11 Evidence is not normally consulted on but will be publicly available on the Council's website.

B. Who we will consult

2.12 The Town and Country Planning (Local Planning) (England) Regulations 2012⁵ identify specific organisations that we are required to consult. These are known as statutory and general consultees and include organisations such as the Environment Agency, Historic England and Natural England. A list of these is set out in Appendix 2.

⁴ <https://www.teignbridge.gov.uk/planning/local-plans-and-policy/local-development-scheme/>

⁵ <http://www.legislation.gov.uk/uksi/2012/767/contents/made>

2.13 We will engage with a range of groups and individuals who may have a role or interest in shaping the planning of Teignbridge, including any who have asked to be consulted.

C. Other engagement

2.14 In addition to meeting statutory consultation requirements during each stage of plan preparation, the Council may also undertake engagement when there are opportunities for communities and interested bodies to shape the plan. A range of methods, such as information gathering meetings and workshops, focus groups and targeted consultation may be used.

2.15 Development Plan Documents (DPD) will be accompanied by a bespoke Consultation and Engagement Plan which will set out our detailed consultation and engagement arrangements.

D. Making comments

2.16 It is important that comments are received during the consultation period.

2.17 We encourage consultees to make comments electronically, by either using an online survey or by returning a response form by email. Where appropriate, we will use digital technologies to aid processing these responses.

2.18 The various methods of engagement that we could use for consultations are listed below:

- **Website** – The main source of all documentation we publish.
- **Email** – Enables large numbers of people to be contacted quickly and efficiently.
- **Media Releases** – News releases to local media to raise interest and awareness.

- **Social Media** – Use of social media to raise awareness. Particularly useful for targeting working age and young people.

- **Availability of Consultation Documents** – Relevant documents will be made available online and in paper form at a variety of public locations, including libraries and the Council offices.

- **Leaflets and Posters** – Information will be displayed in public locations.

- **Meetings, Workshops and Focus Groups** – These will be organised where appropriate to facilitate face to face engagement with relevant parties.

- **Community Events** – Where relevant we will bring our consultation to local community venues.

2.19 We will publish comments received or a summary as soon as feasible on our website. We will explain how the comments have been taken into account when decisions are taken.

E. Our timescales

2.20 We will always consult on our plans for the minimum statutory periods of consultation (see Section 2F).

2.21 If key consultations run over established busy holiday periods (primarily, Christmas, Easter and the summer holidays) we will extend consultations by a week.

2.22 We will ensure that the time periods of consultations are clearly publicised. Late responses will be kept on file but these will be unlikely to influence the content of documents, and will not be considered to be 'duly made.'

F. When we will consult

Table 1: Key Stages in the preparation of a Development Plan Document (including the Local Plan)⁶

● Public Participation
● Formal Representations

Evidence gathering	●	Early engagement with interested parties through meetings and information gathering.
Draft Plan Regulation 18	●	Public consultation on the scope of the plan, draft policies and draft proposals. This stage may include more than one round of consultation depending on the nature of the plan being prepared. Minimum 6 week consultation. Comments received during the consultation are considered and used to inform the next stage of plan preparation.
Proposed Submission Regulations 19 and 22	● ●	Public consultation on the Proposed Submission version of the plan. Minimum 6 week consultation. Representations received during the consultation are considered prior to the plan being submitted to the Secretary of State.
Submission Regulation 22		The plan is submitted to the Secretary of State and an Independent Planning Inspector is appointed.
Examination Regulations 23-25	●	The plan and representations are considered by the Independent Planning Inspector at a public examination . The purpose of the examination is to consider if the plan meets relevant legal requirements and if it is 'sound'. Soundness is tested by considering whether it is positively prepared, justified, effective and consistent with national policy. Any interested parties will be invited to speak at the examination, or to prepare written statements, setting out their concerns. Anyone can observe the examination hearings but only those invited by the Planning Inspector can participate. At the end of the hearings the Planning Inspector will issue a report to the Council containing recommendations relating to the plan.
Adoption Regulation 26		The Council will consider the recommendations made by the Planning Inspector and decide whether to adopt the plan. All consultees will be notified of any decision to adopt.

Table 2: Key Stages in the Preparation of a Supplementary Planning Document (SPD)⁷

Evidence gathering	●	Early engagement with interested parties through meetings and information gathering.
Draft SPD Regulations 12 and 13	● ●	Public consultation on a draft version of the SPD. Minimum 4 week period. Representations received during the consultation are considered and used to inform the final version of the plan.
Adoption Regulation 14		A final version of the SPD is prepared and adopted by the Council.

⁶ Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

⁷ Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)

Table 3: Key Stages in the Preparation of a Neighbourhood Development Plan or Order⁸

● Public Participation
● Formal Representations

Designation	●	Neighbourhood Area Application is submitted to the Council. No statutory consultation is required if the area proposed is a single parish. If this area is not the same as the Parish or Town Council boundary, we will consult on the application for a minimum of 6 weeks.
Draft plan preparation	●	The community will engage with and involve their residents in the plan preparation process and must report what they have done in their Consultation Statement. Draft Neighbourhood Plan or Order is prepared.
Pre-Submission Regulations 14	● ●	Public consultation on the Pre-Submission plan. Minimum 6 week period . Consultation coordinated by the Neighbourhood Planning Group or Forum.
Submission to Local Planning Authority Regulations 15, 16, 22 and 23	● ●	The Plan or Order is submitted to the Local Planning Authority. Public consultation on the Plan or Order. Minimum 6 week period . Consultation coordinated by Teignbridge District Council.
Submission of plan to examination Regulations 17 and 24		The Council, in liaison with the Neighbourhood Planning Group/Parish or Town Council/Neighbourhood Forum, will appoint an independent examiner who is sent all representations and who assesses the draft Plan or Order against required criteria.
Independent Examination Regulations 18 and 25		The Plan or Order and representations are considered by the independent examiner. Most examinations are undertaken through written representations rather than public hearings. The examiner is required to ask stakeholders whether they would like to have a meeting during the examination process.
Referendum Regulations 18 and 25		The examiner has 3 options: a) That the plan/order proceeds to referendum as submitted; b) The plan/order is modified by the LPA to meet basic conditions and then the modified version proceeds to referendum; c) That the plan/order does not proceed to referendum. If the Plan or Order proceeds to referendum and more than half the votes agree (50% plus one vote), it can proceed to adoption.
Adoption Regulations 18 and 25		The Plan or Order is "made" (adopted) by the Council.

⁸ The Neighbourhood Planning (General) Regulations 2012 (as amended).

Table 4: Key Stages in the Preparation of the Community Infrastructure Levy Charging Schedule⁹

● Public Participation
● Formal Representations

Evidence gathering and early engagement	● Early engagement with interested parties through meetings and information gathering.
CIL Preliminary Draft Charging Schedule Regulation 15	● ● Public consultation on Preliminary Draft Charging Schedule. Minimum 4 week period . Representations received during the consultation are considered and used to inform Draft Charging Schedule.
CIL Draft Charging Schedule Regulation 16	● ● Public consultation on Draft Charging Schedule. Minimum 4 week period .
Submission Regulation 19	Independent Examiner is appointed to conduct an examination of the Charging Schedule.
Examination Regulation 21	The Charging Schedule is considered by an Independent Examiner at a public examination . Any interested parties will be invited to speak at the examination, or to prepare written statements, setting out their concerns. Anyone can observe the examination hearings but only those who have asked to speak will be heard. At the end of the hearings the Examiner will issue a report to the Council containing recommendations relating to the Charging Schedule.
Approval Regulation 25	Approval and publication of the Community Infrastructure Levy Charging Schedule.

⁹ The Community Infrastructure Levy Regulations 2010 (as amended)

3. Neighbourhood Planning

- 3.1 The Neighbourhood Planning (General) Regulations 2012 (as amended) require LPAs to set out how they will give advice or assistance to groups preparing Neighbourhood Plans or Orders.
- 3.2 Assistance and advice is available from the Council's Neighbourhood Planning Officer. The table below outlines the support that will be provided free of charge to communities preparing Plans or Orders.

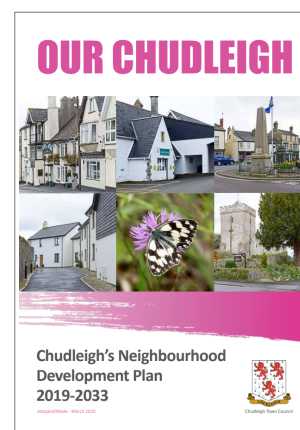
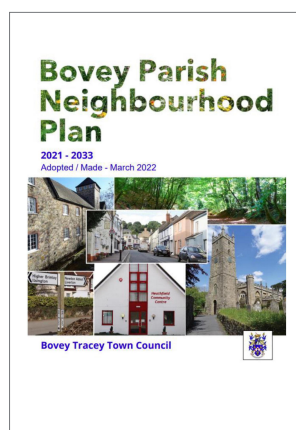
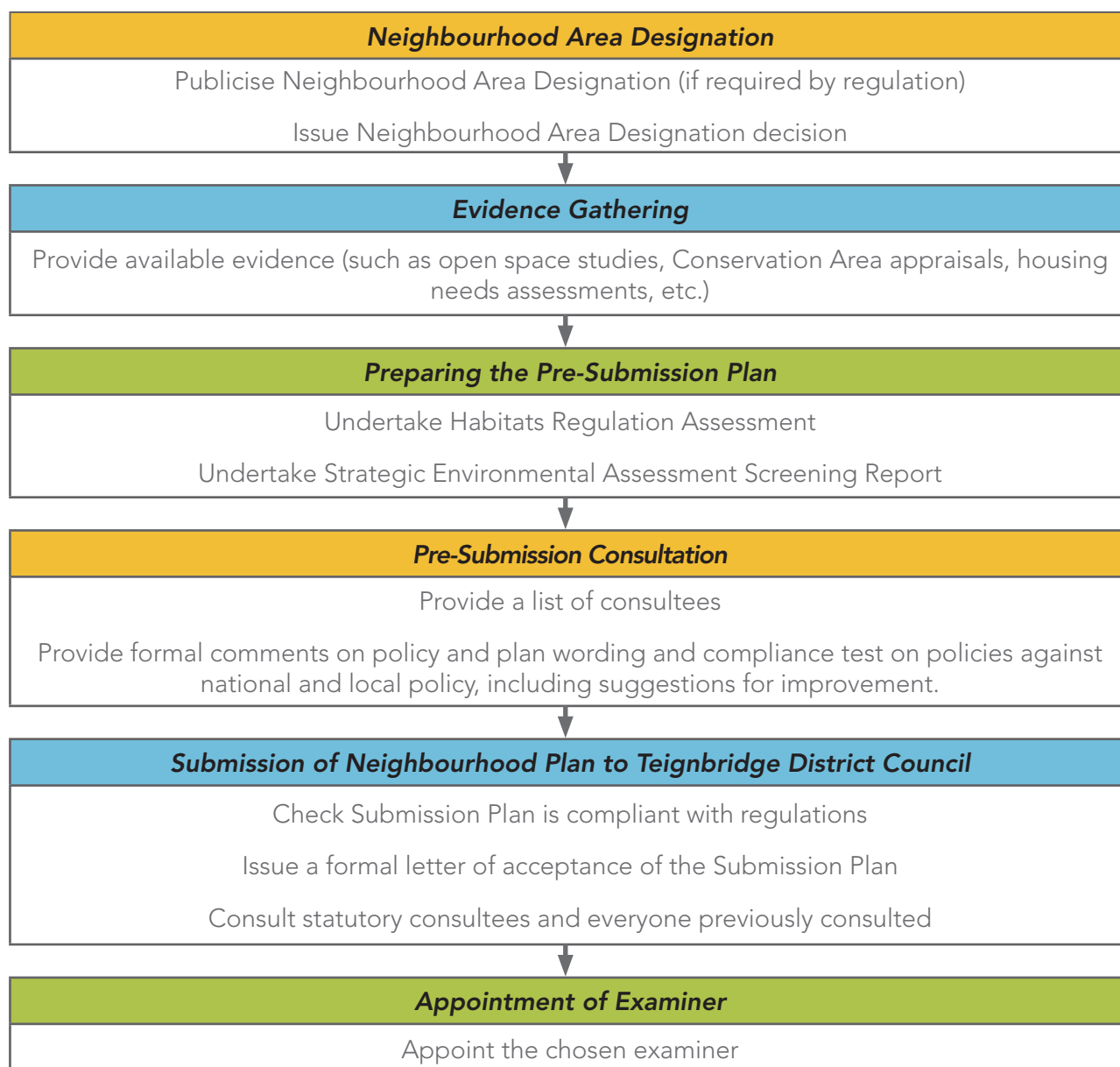


Table 5: Neighbourhood Planning Advice and Assistance



Examination

Fact-check the examiner's report
Review examiners modifications
Publication of the Examiners report
Issue formal notification for the plan to proceed to referendum
Publication of the formal notifications



Referendum

Publicise the modified referendum plan on the Council's website
Provide a referendum date
Prepare statutory referendum materials and publicise on the Council's website
Issue ballot cards and postal votes to parish residents
Conduct the referendum vote in the local area
Count the ballots and issue a result
Publicise the referendum result on the Council's website



Making/Adopting the Plan

Prepare a report to Executive recommending to approve or reject the neighbourhood plan
If approved, provide a formal decision statement to the Parish/Town Council
Advise officers of the Council and assist in its implementation as a formal decision-making document.
Publicise the adopting/making of the plan with the final version of the NDP on the Council's website.

4. Consulting on Planning Applications

- 4.1 A planning application is submitted to the Council when planning permission is needed for a development, which may consist of a material change of use or physical works. The planning application will consist of an application form, accompanying plans and supporting details.
- 4.2 There are separate arrangements for listed buildings, advertisement consent, permission in principle, certificates of lawfulness and other types of applications determined by the Local Planning Authority have their own legislative requirements.
- 4.3 We currently send a weekly list of all validated planning applications to Parish and Town Councils and elected Members of the Council, and the information is also available online to everybody. We may change our approach in future subject to technological innovations or other changes that need to be made.
- 4.4 On receipt of a planning application, the Council must undertake a formal period of public consultation. A minimum of 21 days must be allowed for representations to be received.
- 4.5 We consult with Neighbourhood Planning Groups on planning applications within their designated area, through the relevant town or parish council.
- 4.6 Where revised drawings are received, we will consider the need to re-advertise the proposal or re-consult with technical consultees.
- 4.7 Consultees may include some, or all, of the below:
- Parish and Town Councils (we also notify them of decisions made).
 - The public and / or neighbours.
 - Statutory consultees – where there is a requirement set out in law to consult a specific body.
 - Any consultation required by a direction – where there are further, locally specific, statutory consultation requirements as set out in a consultation direction.
 - Non statutory consultees where there are planning policy reasons to engage other consultees who, whilst not designated in law, are likely to have an interest in a proposed development.
- 4.8 Consideration of planning applications must take account of any relevant representations and consultation responses as part of the planning balance.
- 4.9 The National Planning Policy Framework (NPPF) sets out the Government’s encouragement for early engagement between developers, local planning authorities and the local community, which has significant potential to improve the efficiency and effectiveness of the planning application system for all parties.
- 4.10 To ensure early public consultation on major development proposals, or locally sensitive schemes, the Council will encourage developers to carry out public consultations before making a planning application.
- 4.11 The following approach is strongly encouraged by the Council when drawing up planning applications for major development. Major development is development of 10 or more dwellings, an outline application for residential development of a site of more than 0.5ha, or commercial development of a site of 1 ha or more or that creates 1,000

square metres or more of floorspace:

- Submit a pre-application enquiry to the Local Planning Authority. This can be done online at www.teignbridge.gov.uk/planningadvice It is strongly advised developers discuss with their case officer the possibility of entering into a Planning Performance Agreement (PPA) with the Local Planning Authority as this will allow proper resourcing and realistic timescales.
- Talk directly with, or submit appropriate enquiries to, relevant statutory consultees and take on board the advice received to minimise technical objections.
- Write, and regularly review, a Consultation Strategy for the proposal in consultation with the Council, taking into account this SCI.
- Consult the local communities on the overall and specific aspects of the proposal, in accordance with the Consultation Strategy. Consider the consultation responses received and submit a document explaining what consultation has been carried out, including technical and public consultation and how it has influenced the planning application.

4.12 Before making other types of applications, prospective applicants are encouraged to submit a pre-application enquiry to the Council and to consult with, and take account of, the views of the people likely to be affected by the proposal.

4.13 Planning applications are public documents and can be viewed on the Council's website at www.teignbridge.gov.uk/planningonline

4.14 The majority of planning applications are determined by officers under delegated powers. Where applications are to be considered by Planning Committee, the Council will allow applicants and objectors to make a short statement to the members on that committee.

4.15 Decisions made on planning and other applications are also published on the Council's website.

Appendix 1: Glossary

Community Engagement: Actions and processes taken or undertaken to establish effective relationships with individuals or groups so that more specific interactions can then take place.

Community Involvement: Effective interactions between planners, decision-makers, individual and representative stakeholders to identify issues and exchange views on a continuous basis.

Community Infrastructure Levy: A levy that allows local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

Consultation: The dynamic process of dialogue between individuals or groups, based upon a genuine exchange of views, and normally with the objective of influencing decisions, policies or programmes of action.

Development Management: This is the management of development proposals through the planning system.

Development Plan Documents: These include the Local Plan and accompanying documents, Neighbourhood Plans, Devon Minerals Plan and Devon Waste Plan.

Examination Hearing: This is a public examination into the soundness of a development plan document by a Planning Inspector.

Independent Examination: The purpose of an independent examination is to consider the 'soundness of a plan' by an independent Planning Inspector, appointed by the Secretary of State to conduct the examination to consider the document as a whole and determine its soundness. In assessing this, the independent Planning Inspector will consider all representations made on the submitted document and the changes that have been suggested by those making representations.

Localism Act 2011: This is an Act of Parliament that included the introduction of neighbourhood planning.

Local Planning Authority: The public authority whose duty it is to carry out specific planning functions for a particular area

Made: Refers to the final stage of Neighbourhood Development Plan (NDP) preparation in which the Plan is successfully 'made' (approved) by the Local Planning Authority.

National Planning Policy Framework (NPPF): Sets out the government's national planning requirements, policies and objectives. It is a material consideration in the preparation of local plan documents and when considering planning applications.

Neighbourhood Development Plans: A plan prepared by a Parish or Town Council or a neighbourhood forum for a particular neighbourhood area.

Neighbourhood Development Order: Grants planning permission for a particular type of development in a particular area. This could be either a particular development, or a particular class of development (for example retail or housing).

Participation: The extent and nature of activities undertaken by those who take part in public or community involvement.

Planning and Compulsory Purchase Act 2004: This is an act which makes provisions relating to spatial development and town and country planning; and the compulsory acquisition of land.

Planning Application: An application to the Local Planning Authority to seek permission for development or use of land.

Representations: Comments submitted in response to a formal or informal consultation.

Scoping: The act of or involving an investigation or discussion to determine the effect a proposed policy or project would have on a community or the local environment.

Statement of Community Involvement (SCI): A document that sets out what consultation will take place with the community on planning policy documents and planning applications

Supplementary Planning Documents: These documents contain policy guidance to supplement the policies and proposals in the Local Plan.

Appendix 2: Consultees

As defined in the Town and Country Planning (Local Planning (England) Regulations 2012¹¹.

Specific Consultation Bodies

- The Coal Authority
- The Environment Agency
- The Historic Buildings and Monuments Commission for England (known as English Heritage)
- The Marine Management Organisation
- Natural England
- Network Rail Infrastructure Limited (company number 2904587)
- The Highways Agency
- A relevant authority any part of whose area is in or adjoins the local planning authority's area
- Any person to whom the electronic communications code applies by virtue of a direction given under section 106(3)(a) of the Communications Act 2003
- Any person who owns or controls electronic communications apparatus situated in any part of the local planning authority's area
- An integrated care board established under Chapter A3 of Part 2 of the National Health Service Act 2006
- NHS England
- A person to whom a licence has been granted under section 6(1)(b) or (c) of the Electricity Act 1989
- a person to whom a licence has been granted under section 7(2) of the Gas Act 1986
- A sewerage undertaker; and
- A water undertaker
- The Homes and Communities Agency

General Consultation Bodies

- Voluntary bodies some or all of whose activities benefit any part of the local planning authority's area,
- Bodies which represent the interests of different racial, ethnic or national groups in the local planning authority's area,
- Bodies which represent the interests of different religious groups in the local planning authority's area,
- Bodies which represent the interests of disabled persons in the local planning authority's area,
- Bodies which represent the interests of persons carrying on business in the local planning authority's area.

¹¹ <http://www.legislation.gov.uk/ukxi/2012/767/regulation/2/made>

Equality Impact Assessment

Assessment Of: Statement of Community Involvement	
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other:	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Strategic Place	Assessment carried out by: Michelle Luscombe
Service Area: Planning	Job Role: Planning Policy Manager
Version / Date of Sign Off by Director:	24.10.24

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 Statement of Community Involvement details the consultation Teignbridge District Council will undertake on Planning Policy Documents, including the types of planning policy documents on which we will consult, who we will consult on these, the methods of engagement we will use and the timescales we will follow. It also sets out consultation details relating to planning applications.

Teignbridge has had an adopted Statement of Community Involvement since 2011, most recently reviewed in 2019. Following the 2017 amendments to the Town and Country Planning (Local Planning) (England) Regulations there is a requirement to review the SCI every 5 years, hence this review and update to reflect current technology, changes to the social environment, and best practice evidence.

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 document details the way we will consult on Planning Policy Documents and planning applications, and is intended to not only meet our statutory obligations in this regard but to detail the actions we will take to broaden opportunities for stakeholders from across our communities to respond to the consultations we undertake. It supports our Public Sector Equality Duty by setting out our intention to engage with all sectors of the community to ensure they have opportunity to influence the plans and policies that affect the way they live their lives. The Statement of Community Involvement as proposed is intended to have a positive equality impact through the positive framing and minimum standards for how we will consult, whilst maintaining allowances for flexibility and discretion in methods of engagement to allow officers to meet the needs of communities who may be affected by planning. The groups we will engage with, and the methods by which we will consult, have been considered with due regard to our statutory duties, and potential equality impacts, and the evidence detailed below.

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 for age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation. Please see: [Equality Act 2010 \(legislation.gov.uk\)](https://legislation.gov.uk).

Data / Evidence Source <i>[Include a reference where known]</i>	Summary of what this tells us
Protected Characteristics: Age and Disability The Local Housing Needs Assessment (September 2022) highlighted the following demographic trends within Teignbridge. Age: <ul style="list-style-type: none"> - Overall district population is projected to increase from approximately 135,000 (2020) to 148,000 (2040). - Within this period the number of persons aged 65 and older will increase by 13,000 or approximately 35% of the entire district's population in 2040. - In household terms the total number of households by age of representation will see an increase of approximately 9,000 of those over 65. - In the district over the 20-year period, around 25,500 extra households will be 	The evidence tells us that we need to ensure we obtain the views of elderly people and people with disabilities as part of consultations to ensure that we plan adequately and appropriately for their needs.

<p>formed by those under 75. However, these extra households are offset by the reduction of 16,600 households aged 85 or over in 2040. This results in a total increase of approximately 8,900.</p> <p>Disability:</p> <ul style="list-style-type: none"> - In 2020 the total number households including affordable and market where an existing illness or disability affects their housing need and need to move stood at approximately 512. - An additional 11,147 households are projected to be in a similar position in 2040. This figure is, however, lowered to 4,724 when adaptable existing dwellings are considered to meet basic standard (M4(1)). The lower figure represents 33% of the total local housing need. <p>Ref: East Devon, Exeter, Mid Devon and Teignbridge Local Housing Needs Assessment: Report findings for Teignbridge, September 2022 (ORS).</p>	
<p>Protected Characteristic: Race Gypsies and Travellers Gypsy and Traveller Accommodation Assessment 2022</p> <p>We have a resident gypsy and traveller population in Teignbridge and the latest evidence contained within the Gypsy and Traveller Accommodation Assessment 2022 shows that there is a need for at least 51 additional permanent pitches for Gypsy and Travellers in the period until 2041.</p>	<p>The evidence tells us that we need to ensure we obtain the views of gypsies and travellers as part of consultations to ensure that we plan adequately and appropriately for their needs.</p>
<p>Protected characteristics: ethnicity; religion; sexual orientation; sex; gender reassignment</p> <p>Reference: ONS, Census 2021 Teignbridge Ethnic Group Classification:</p> <ul style="list-style-type: none"> • 97.6% (2021 census) of the district identifies as predominantly white (e.g., English / Welsh / Scottish / Northern Irish / British / Irish or Any other White background). • 0.7% of the district identifies as predominantly Asian (e.g., Asian British / Asian Welsh / Bangladeshi / Chinese / Indian / Pakistani or Any other Asian background). • 0.1% of the district identifies as predominantly Black (e.g., Black British / 	<p>This tells us that the district has a predominantly white British population. Compared to the United Kingdom as a whole, Teignbridge has lower proportions of the population who identify as Asian, Black, other or mixed ethnicity. This shows we should take care to ensure the voices and needs of minority groups are met.</p>

<p>Black Welsh / Caribbean / African or other Black).</p> <ul style="list-style-type: none"> • 1.1% of the district identifies as predominantly Mixed of Multiple Ethnic groups (e.g., White and Asian / White and Black African / White and Black Caribbean and Other Mixed or Multiple ethnic groups). • 0.3% of the district identifies as predominantly and other ethnic group (e.g., Arab or any other ethnic group). 	
Additional comments:	

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

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

<p>Over the past 5 years, the Council has undertaken the following six rounds of early public engagement which have informed the preparation of the Proposed Submission Local Plan:</p> <ol style="list-style-type: none"> Local Plan Review Issues Paper 2018 – 21 May – 16 July 2018 Part 1 Consultation: Quality as Standard (Development Management policies only) - 23 March – 13 July 2020 Part 2 Consultation: Delivering Quality Development (Site Options only) - 28 June – 9 August 2021 Part 3 Consultation: Delivering Quality Development (Small sites, wind turbine sites, and gypsy and traveller sites only) - 15 November 2021 – 24 January 2022 Proposed Submission Local Plan – 23 January 2023-13 March 2023 Local Plan Addendum – 8 November 2023-20 December 2023 <p>The Council received over 9,000 responses to these consultations, from residents, businesses, interest groups, the development industry, landowners, and statutory consultees (which include neighbouring authorities, town and parish councils and government agencies). Historically, consultation on the Local Plan has always attracted most interest from older age groups in the district, and homeowners living close by to proposed developments. To try and widen the scope of engagement, consultation on this Local Plan has used different techniques which appeal to the widest cross section of the community as possible. This has largely been</p>

achieved through predominantly virtual consultations, which have used online videos and social media to promote all aspects of the plan.

All respondents are asked to complete an Equality Questionnaire when sending comments to us. This is not compulsory and approximately 42% of Part 2&3 respondents completed these. Only information relevant to the plan was requested, such as age, gender and ethnicity, as agreed by the Communications Team and Business Improvement and Development Team.

Analysis of the responses to the previous consultations show that:

- Local plan consultation respondents were largely from middle age and older groups. This is reflected in Part 2 submissions with ages 45 – 64 making up 44% and ages 65 and older making up 27%, respectively. A similar trend was reflected in Part 3 with ages 45 – 64 making up 42% and ages 65 and older making up 29% respectively. Part 1 did not record ages of respondents.
- Local Plan consultation responses showed a better representation of middle age groups for both Part 2 and Part 3 consultations:
 - o Part 2: Ages 45-64 represented 44% of respondents; ages 65+ represented 27%
 - o Part 3: Ages 45-64 represented 42% of respondents; ages 65+ represented 29%
- 97.7% (2021 census) of the district identifies as predominantly white (e.g., English / Welsh / Scottish / Northern Irish / British / Irish or Any other White background). Both Part 2 and Part 3 consultations attracted wider representation than this, with 89% and 84% of respondents identifying themselves as predominantly white respectively.

Approximately 65% of respondents to the Proposed Submission Local Plan (Regulation 19) completed the Equality Questionnaire. Analysis of the responses to the consultation show that:

- The 2021 Census reported that approximately 28.5% of the District was between the ages of 45 – 64 and ages 65 and older making up 27.1% of the District. 29.5% of the district is aged between 15 – 44 (Census age categories differ to local plan age categories).
- Local plan consultation respondents were largely from middle age and older groups. This is reflected in Proposed Submission responses with ages 45 – 64 making up 37.4% and ages 65 and older making up 30.9%, respectively.
- 16% of responses were from respondents aged between 18 – 44.
- 15.6% of respondents preferred not to state their age.
- 97.7% (2021 census) of the district identifies as predominantly white (e.g., English / Welsh / Scottish / Northern Irish / British / Irish or Any other White background).
- The Proposed Submission consultation attracted wider representation than this, with 83.4% of respondents identifying themselves as predominantly white respectively. However, 15.1% respondents indicated a preference to not state their ethnicity.

62% of respondents to Local Plan Addendum consultation completed the Equality Questionnaire. Analysis of the responses to the consultation show that:

- The 2021 Census reported that approximately 28.5% of the District was between the ages of 45 – 64 and ages 65 and older making up 27.1% of the District. 29.5% of the district is aged between 15 – 44 (Census age categories differ to local plan age categories).
- Local plan consultation respondents were largely from middle age and older groups. This is reflected in Proposed Submission responses with ages 45 – 64 making up 48% and ages 65 and older making up 30%, respectively.
- 12% of responses were from respondents aged between 18 – 44.
- 20% of respondents preferred not to state their age.
- 97.7% (2021 census) of the district identifies as predominantly white (e.g., English / Welsh / Scottish / Northern Irish / British / Irish or Any other White background). 0.8% of respondents identified themselves as 'Other Ethnic Group', while 17% preferred not to state their ethnicity.
-

Throughout the preparation of the plan, we have engaged with the local gypsy and traveller community through the Gypsy and Traveller Forum. This group has informed the drafting of policy and the methodology used for the Gypsy and Traveller Needs Assessment.

We do not currently monitor the following characteristics:

- Marriage and civil partnership; religion or belief; pregnancy/maternity; sexual orientation

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.

The involvement of communities has been through previous consultation on both the SCI and the One Teignbridge Strategy as set out below:

The updated SCI is largely unchanged from the 2019 version, as a review of the document has identified that it remains fit for purpose subject to some small amendments being made. For the 2019 SCI, a full consultation was carried out which identified the following key issues:

Neighbourhood Plans: Various responses felt that the SCI should have greater emphasis on Neighbourhood Planning. This has been addressed through the inclusion of specific sections relating to the advice and assistance we will provide to neighbourhood planning groups and the key stages involved in Neighbourhood Plan preparation.

Timing of Publication of the Draft SCI: Concern was expressed that the draft SCI should have been consulted on in advance of the Local Plan Review and that there was a lack of awareness about the SCI consultation. The consultation on the draft SCI was done in accordance with not only the adopted SCI (2011) but also with the new principles set out in the draft Greater Exeter SCI (2019), which exceeded the previous standards. This resulted in a sufficiently comprehensive and robust consultation process.

Views of Local People: Some respondents felt that the SCI should contain reference to named organisations representing local groups. However, it is not considered appropriate to do this as these groups may change during the lifetime of the SCI. Any individual or organisation wishing to be informed of planning consultations can request at any time to be added to the Council's planning consultee database.

It was also felt that the views of local people should be better considered when decisions are made. All consultation comments received are fully considered and either full or summarised responses are provided to ensure transparency.

Length of Local Plan Documents: A comment was made that the Local Plan Review documents are too technical and lengthy, which discourages involvement. As the consultation documents are planning policy documents, they require a certain amount of technical wording to be

robust and defensible. We will endeavour to provide plain English summaries where it is appropriate to do so and to ensure that consultation documents will be clear and concise and will not include avoidable “jargon”, without understating the complexities of any decision.

Site Notices: There was a request that all nearby properties be written to when a planning application is submitted, rather than relying on a site notice and local press for publicity which may not be seen by all. The procedures carried out by the Council accord with the Town and Country Planning Act 1990 (as amended), Development Management Procedure Order and have also been approved by the Council's Planning Committee. The procedure varies according to the nature of the application received. However, officers do have discretion to provide additional publicity if it is deemed necessary.

Social media: It was requested that the Council makes greater use of social media to engage the public in planning issues. We publicised this consultation via both Twitter and Facebook and continue to make a commitment in the SCI to raise awareness of consultations through the use of social media.

A few further changes have been proposed to the updated SCI to take account of:

- Statutory requirements
- Technological changes
- One Teignbridge Council Strategy consultation. (The SCI as proposed supports existing council initiatives, including the council's One Teignbridge strategy principles of 'The Way We Will Work', with the pledge to 'talk meaningfully with you about the projects and decisions that affect you and your area'.)

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.

Throughout the consultations on Planning Policy Documents there is an opportunity for respondents to feed back not just about the documents on which they are commenting but on the methods of engagement and the tools and systems through which the consultation has been carried out. Equality questionnaires are also included as standard practice to monitor the characteristics of those responding to consultations.

Equality data is not monitored in relation to those responding to planning applications.

Whilst specific consultee groups/characteristics are not named within the SCI, there is potential to work with organisations, such as the CVS, who directly work with people with these characteristics.

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)	
<p>The SCI ensures that engagement is open and accessible to all.</p> <p>The SCI states: "Involvement will be open to all, regardless of age, sex, marital status, disability, religion or belief, gender reassignment or sexual orientation and with measures to encourage responses from under represented groups."</p>	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	The increasing use of digital technologies for the advertisement of and completion of consultations could improve awareness of consultations and opportunities to engage for young people.
Mitigations:	n/a
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	The increasing use of digital technologies for the advertisement of and completion of consultations could lead access difficulties for older people who are statistically less digitally connected.
Mitigations:	The methods of engagement (page 6) include specific references to offline advertising and communication methods, including making paper copies of documents available in offices and libraries, displaying leaflets and posters, and arranging face-to-face meetings where appropriate. The SCI states: "Involvement will be open to all, regardless of age, sex, marital status, disability, religion or belief, gender reassignment or sexual orientation and with measures to encourage responses from under represented groups."
Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	
Sex	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments

Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	See general comments
Mitigations:	

OTHER RELEVANT CHARACTERISTICS

Socio-Economic (deprivation)	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <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>	Rural isolation Asylums and refugees
Potential impacts:	Rural communities may not benefit from the same level of awareness and accessibility to consultations as is often promoted in urban communities (e.g. through the availability of plans at libraries, or through social media where digital connectivity may be poor). Asylums and refugees may not benefit from the same level of awareness and accessibility to consultations as domestic residents, including as a result of language barriers.
Mitigations:	To mitigate for this, the methods of engagement (page 6) include specific references to offline advertising and communication methods, including displaying leaflets and posters, and arranging face-to-face meetings where appropriate. The One Teignbridge Strategy also prioritises working with town and parish councils and the community and voluntary sector to engage on our behalf with residents most in need.

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 SCI states: "Involvement will be open to all, regardless of age, sex, marital status, disability, religion or belief, gender reassignment or sexual orientation and with measures to encourage responses from under represented groups."

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 SCI includes specific references to protected characteristic groups to ensure that efforts are made to hear from under represented groups when consulting on planning documents.
--

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
Continue with wide ranging consultation methods to ensure everyone can access the consultation and achieve good representation. We will liaise with Gary Powell to increase inclusion from groups representing people with protected characteristics. The Council also has an SLA with the CVS to increase our knowledge of the experience of people with protected characteristics living in Teignbridge.	Michelle Luscombe	Ongoing for future consultations

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.

Monitor relevant equality data on consultation responses.

4.4 Is there an opportunity to promote positive attitudes and good relations between different groups and communities?

Yes – through ongoing consultations, using the principles set out in the SCI and the One Teignbridge 'Way we will work' principles.

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"/> Instead was reviewed by: Also reviewed by Rebecca Hewitt Date: 24.10.24	Strategic Leadership Team Sign-Off: Phil Shears Date: 24.10.24
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**Teignbridge District Council
Executive
4th November 2024
Part i**

Safeguarding Policy Review

Purpose of Report

To seek authority to amend the Safeguarding Policy

Recommendation(s)

The Executive recommends that:

- (1) the Safeguarding Policy in Appendix 1 be adopted
- (2)a member working group is established to review the inclusion of DBS checks for members within the Council Safeguarding Policy and DBS policy, and consider safeguarding training becoming mandatory

Financial Implications

See section 5.1 for the financial implications arising.

Martin Flitcroft, Chief Finance Officer and Head of Corporate Services.

Martin.flitcroft@teignbridge.gov.uk

Legal Implications

There are no legal implications per se arising from this report save that the Council has a duty to review and update its policies as appropriate

Paul Woodhead, Head of Legal Services and Monitoring Officer

Email: paul.woodhead@teignbridge.gov.uk

Risk Assessment

The EIA is attached and no negative impacts have been identified

Rebecca Hewitt

Rebecca.hewitt@teignbridge.gov.uk

Environmental/ Climate Change Implications

There are no specific environmental or climate change implications

William Elliott, Climate Change Officer

Email: @teignbridge.gov.uk

Report Author

Rebecca Hewitt, Community Safety and Safeguarding Manager

Email: Rebecca.hewitt@teignbridge.gov.uk

Executive Member

Cllr Linda Goodman-Bradbury

Appendices/Background Papers

Appendix 1 – Amended Policy

Appendix 2 – Amended Safeguarding Policy EIA

1. INTRODUCTION

1.0 The current policy was adopted in May 2021. A policy review has been undertaken by the Community Safety and Safeguarding Manager in consultation with the Executive Member and HR. The review has considered recommendations from the Internal Audit report completed in November 2023, inclusion of new sections on the role of the Local Authority Designated Officer (LADO) and updates to legislation and guidance. Views were also sought from safeguarding leads from across the County.

2. BACKGROUND

2.0 The policy sets out our duties as a Council relating to safeguarding and the commitment that the Council believes all children, young people and adults have the right to be safe and deserve protection from harm and abuse.

The Community Safety and Safeguarding Manager is an active member of the Devon Safeguarding Officers Network where operational practice and policy is discussed. This network includes the Designated Safeguarding Leads for the Councils and includes the Partnership Business Manager from the Torbay and Devon Safeguarding Adults Partnership and the joint managers of the Devon Safeguarding Children Partnership.

The Policy is built around the Council's duties under the Children's Act 2004, the Care Act 2014 and other relevant legislation mentioned in section 5 of the Policy.

3. AMMENDMENTS TO THE POLICY

3.1 The amended policy includes clearer definitions of who is covered by the safeguarding legislation and key contacts have been updated. There is more specific mention of volunteers and new sections have been included in relation to events, land hire and grant information. A further addition is a section on the role of the LADO which was recommended by the internal audit report. There is also a new section covering the emerging focus on Corporate parenting and mental capacity.

4. FURTHER ACTION

4.0 In order to be confident in discharging our legislative duties and ensure mitigations to reduce safeguarding risk is in place it is essential to ensure that all staff and members are aware of their role. Safeguarding is everyone's responsibility. This is detailed in section 7 of the Policy but also should be underpinned by awareness and training. Safeguarding training is mandatory for staff and compliance is reviewed by HR.

4.1 Elected Member Training

As part of the Council's Induction, elected members were offered training which was delivered by the Community Safety and Safeguarding Manager and ASB and Safeguarding Officer. Twenty-four Members attended the Safeguarding induction training on 21 and 28 June, and 7 July 2023. Feedback from those that attended was positive, rating the session 4.86 out of 5 with 86% saying that attending the session increased their knowledge and 100% felt confident to report concerns and were clear about the way to do so.

It would be best practice to have all members undertake safeguarding training to ensure awareness of what is covered by legislation, safeguarding risks, referral processes and how to report.

4.2 Members Disclosure and Barring Service (DBS) Checks

Many specific staff roles require a check being undertaken before employment which is known as a DBS check. Although many of our residents may assume this is the case for members there is currently no legal mandated requirement.

It would be considered best practice from a safeguarding perspective given the role of members:

- As trusted community leaders at a very frontline ward level, there is often direct engagement with community members
- Being provided sensitive information and where consent is given by the person, being involved in safeguarding discussions
- Ensuring the Council provides an effective response to safeguarding

Whilst there is no mandated requirement, this is now in place in Devon County Council and East Devon and being developed in Mid Devon. A recommendation for Procedures Committee to review the potential to mandate this for members is included as part of this report.

5. Implications, Risk Management and Climate Change Impact

5.1 Financial

Safeguarding training for Elected Members could be delivered internally so there would be no additional costs.

There would be a financial implication for requiring DBS checks for Elected Members. A basic DBS check is £18 so for 47 members this would be a cost of £846. There would however be administrative tasks required to undertake the reviews and address any findings. There are also options for outsourcing the DBS completion and review. If the recommendation is approved members should undertake a DBS check the procedure and method of obtaining the check would alter the costs.

5.2 Risks

There were no risks identified in the EIA. Implementation of the Policy is an important way of reducing inequality to ensure vulnerable people are protected.

5.3 Environmental/Climate Change Impact

4. Conclusion

The Policy helps the Council meet its legal responsibilities in relation to safeguarding. Safeguarding is everyone's responsibility the amendments to the Policy will enhance our response.

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Teignbridge District Council

Safeguarding Policy

September 2024

1.0 Policy Commitment

1.1 Teignbridge District Council believes that all children, young people and adults have the right to be safe and deserve protection from harm and abuse. The council is committed to safeguarding from harm all children, young people and adults with care and support needs (see definition in 3.1 relating to the Care Act 2014) using any council services and involved in any of their activities, and to treat them with respect during their dealings with the council, our partners and contractors. **Safeguarding is everyone's responsibility.**

2.0 Aims of the Policy

2.1 The aims of the policy are to:

- Clarify the roles and responsibilities of all parties within scope of the policy
- Minimise chances of abuse through effective Council recruitment and selection procedures
- Have procedures in place for dealing with concerns through the process of timely and appropriate reporting of issues to Devon County Council or other relevant agencies.
- Support the promotion of a safe working environment and a culture of care in which the rights of all children, young people and adults with care and support needs are protected and respected and have the right to be safe.
- Provide a framework for developing partnerships with appropriate external bodies e.g. Devon Safeguarding Childrens Partnership and Torbay and Devon Safeguarding Adults Partnership, to ensure that the policy continues to reflect legal and best practice requirements in respect of the responsibility of care of children, young people and adults with care and support needs
- Ensure the importance of listening to children and adults at risk and responding appropriately.
- To provide a **Safeguarding Flow Chart for Line Managers**

3.0 Scope of this policy

3.1 An **Adult** under the scope of this policy means any person who is 18 years of age or over, and who has needs for care and support (whether or not the local authority is meeting any of those needs) and; is experiencing, or at risk of, abuse or neglect; and as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

3.2 A **child** is anyone who has not yet reached their 18th birthday and includes unborn children. Due to their immaturity and dependency on others, all children are at risk of abuse

- 3.3 Care leavers up to the age of 25. The primary function for providing services specifically for care leavers in Teignbridge rests with Devon County Council. However, the Council recognises its role in providing services that care leavers may access in particular housing, homelessness and homeless prevention.
- 3.4 It includes all employees and elected members of the council
- 3.5 Volunteers and other workers involved in the provision of council services but not employed by the council, including workers in organisations with whom the council has contracts for the delivery of services.
- 3.6 This document is primarily concerned with protecting children, young people and adults with care and support needs from harm. However, it is important to remember that safeguarding has a wider meaning which includes the promotion of welfare and taking action to enable all children, young people and adults with care and support needs to have the best life outcomes.
- 3.7 The policy does not cover health and safety issues related to safeguarding children such as use of play equipment or provision of food at events. Separate guidance on this and appropriate behaviours when dealing with children and adults with care and support needs, should be read in conjunction with this policy.
- 3.8 The Council recognises the difference between adults at risk and children when it comes to the approaches used in safeguarding. Consent is a legal requirement for safeguarding adults, unless the adult either lacks capacity; is at significant risk of harm; a crime could be prevented or an employee is an alleged perpetrator of the suspected abuse. Consent **is not** required when considering making a safeguarding referral for a child, however in the appropriate circumstances, speaking with the parent/guardian prior to referrals is seen as best practice. We recognise the importance of the wishes and feelings of a child, however these may sometimes be contradicted in order to act in the child's best interests.
- 3.9 This policy should also be read in conjunction with the following documents:
- Disciplinary Policy
 - Grievance Policy
 - Whistle Blowing Policy
 - Equality Policy
 - Complaints & Feedback Policy
 - Health & Safety at Work Policy and Procedures
 - ICT Acceptable Use and Security Policy
 - Hackney Carriage and Private Hire Licensing Policy
 - Statement of Priorities (Licensing Act 2003)
 - Statement of Licensing policy
 - Sex Establishments Licensing Policy
- 3.10 The South Devon and Dartmoor Community Safety Partnership also deals with certain safeguarding issues on more strategic and County-wide basis such as domestic and sexual violence and abuse, modern slavery, child sexual exploitation and preventing violent extremism. The Community Safety and Safeguarding Manager has a joint responsibility for managing the CSP in addition to being the Designated Safeguarding Lead and is able to ensure that strong links are maintained between the two policy areas.

4.0 Definitions

- 4.1 **Safeguarding** means protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect.
- 4.2 **Abuse** is an act, or lack of appropriate action, which causes harm or distress and occurs within a relationship where there is an expectation of trust. Abuse or neglect takes many forms and can be caused by single or repeated acts or a failure to act by any other person or persons, or in the case of self-neglect, the victim themselves. The circumstances of each individual case will be considered as to not limit what constitutes abuse or neglect.
- 4.3 **At risk** includes those who are unable to take care of or protect themselves; and whose independence and well-being is at risk without support because they are vulnerable.

5.0 District Council responsibilities

- 5.1 This policy is based on the Council's responsibilities under:
- 4.1.1 The Care Act 2014, in particular Sections 42 to 46 related to safeguarding [Care Act 2014 \(legislation.gov.uk\)](#). The Act sets out six important principles of safeguarding:
- Empowerment: presumption of person led decision and informed consent.
 - Prevention: it is better to take action before harm occurs.
 - Proportionality: proportionate and least intrusive response appropriate to the risks presented.
 - Protection: support and representation for those in greatest need.
 - Partnership: local solutions through services working with the communities.
 - Accountability: accountability and transparency in delivering safeguarding.
- 5.1.2 The Children Act 2004, specifically Section 11 which places a duty on key people and public bodies, including district councils, to make arrangements to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children. New Statutory guidance has been issued in 2023: [Working together to safeguard children - GOV.UK \(www.gov.uk\)](#) Further information can be found at: <http://www.legislation.gov.uk/ukpga/2004/31/contents>
- 5.1.3 The Children and Social Work Act 2017 sets out how all local authorities should approach their Corporate Parenting responsibilities for looked after children and care leavers. For district councils this includes Housing, Leisure and Recreation and Local Taxation Collection as set out in the [statutory guidance](#).
- 5.1.4 The Counter Terrorism and Security Act 2015 section 26 which places a duty on certain bodies, in the exercise of their functions, to have due regard to the need to prevent people from being drawn into terrorism. The Prevent Agenda is one of four strands which makes up the Governments counter-terrorism strategy. Further information can be found at: <http://www.legislation.gov.uk/ukpga/2015/6/contents>
- 5.1.5 The Modern Slavery Act 2015. Further information can be found at: <http://www.legislation.gov.uk/ukpga/2015/30/contents/enacted>
- 5.1.6 The Anti-Social Behaviour, Crime and Policing Act 2014 in particular Part 10 relating to forced marriage. Further information can be found at: <http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted>

- 5.1.7 The Serious Crime Act 2015 particularly Part 5 relating to female genital mutilation, child cruelty and domestic abuse. Further information can be found at: <http://www.legislation.gov.uk/ukpga/2015/9/contents/enacted>
- 5.1.8 The Domestic Abuse Act 2021 Part 1 Sec 3 provides that children who witness domestic abuse are now counted as victims in their own right.
- 5.1.9 Serious Violence Duty within the Police, Crime, Sentencing and Courts Act 2022. The statutory guidance requires specified authorities (including district councils) to focus on youth violence when setting their definition of serious violence. It also encourages a focus on domestic abuse and sexual offences.
- 5.1.10 The Devon Adolescent Safety Framework provides a route to protect young people from extra familial violence such as exploitation and sits alongside the usual statutory child protection procedure that deal with intra familial abuse. <https://www.dcfp.org.uk/training-and-resources/policies-and-procedures/adolescent-safety-framework-safer-me/>
- 5.1.11 Devon County Council procedures for managing allegations against staff and Local Authority Designated Officer (LADO) role. [Managing allegations - Devon Safeguarding Children Partnership \(devonscp.org.uk\)](http://www.devonscp.org.uk/Managing-allegations-Devon-Safeguarding-Children-Partnership)
- 5.1.12 The Statutory Taxi and Private Hire Vehicle Standards <https://www.gov.uk/government/news/new-standards-to-improve-safety-for-taxi-and-private-hire-vehicle-passengers>

6.0 Key Teignbridge contacts

Senior Leadership Team Lead for Safeguarding	Amanda Pujol Business Lead for Housing and Health	amanda.pujol@teignbridge.gov.uk 01626 215301
Designated Safeguarding Lead (DSL)	Rebecca Hewitt Community Safety and Safeguarding Manager	rebecca.hewitt@teignbridge.gov.uk 01626 215873
Deputy Designated Safeguarding Lead (DDSL)	Gary Wilson Anti Social Behaviour and Safeguarding Officer	gary.wilson@teignbridge.gov.uk 01626 215152
Human Resources Lead	Tim Slater Head of Human Resources and Organisational Development Manager	tim.slater@teignbridge.gov.uk 01626 215118
Portfolio Holder for Safeguarding	Councillor Linda Goodman-Bradbury	Linda.Goodman-Bradbury@Teignbridge.gov.uk

7.0 Responsibilities

- 7.1 The Managing Director has overall responsibility for the Council's safeguarding arrangements. The Community Safety and Safeguarding Manager is currently appointed as the 'Designated Corporate Safeguarding Lead'.

- 7.2 Responsibility for the implementation of this policy lies at all levels of the council. Safeguarding is everyone's responsibility.
- 7.3 When there are safeguarding concerns about a child, young person or adult at risk ALL staff and elected members will immediately assess if the person is at immediate risk of harm or if a crime is being committed. If there is immediate risk they should call 999 without delay. If there is not thought to be an immediate risk, they should contact the DSL or DDSL, in their absence they should speak with their line manager.
- 7.4 **Elected Members**
- Members are collectively responsible for ensuring that the Council has a policy, which adequately provides protection for children and adults with care and support needs in receipt of its services and for the regular review of this policy in the light of changes to legislation or regulation.
 - Each Teignbridge District Councillor has the personal responsibility to comply with the policy.
 - Undertaking safeguarding training upon induction and to attend refresher training when provided.
 - Ensure that they are familiar with and understand the policies and procedures relating to their Council work with or in the vicinity of children and adults with care and support needs.
 - Treating all those children and adults with whom they come into contact while carrying out their Council duties equally and with respect.
 - Reporting to the DSL or the DDSL any concerns they may have about abuse or a lack of care of children and adults with care and support needs either from other Councillors, staff, from carers, parents or those in place of a parent or between members of the group.
 - Members are encouraged to report urgent concerns directly to Devon County Council's Multi-Agency Safeguarding Hub (MASH) (for Children) or Care Direct (Adults), or other agencies such as the Police.
 - The Executive Member for Housing and Communities has lead responsibility for safeguarding, supported by other relevant Cabinet Members as necessary.
 - Members of the Regulatory Committee have responsibility for ensuring that those hackney carriage and private hire vehicle drivers to whom they grant licences are fit and proper people to hold such licences.
- 7.5 Senior Leadership Team (SLT)
- SLT are required to ensure good governance of the Council and has responsibility to make sure this policy is consistently applied and taken into account when setting strategic direction and reviewing performance.
 - The Managing Director is the lead officer with overall responsibility for the organisation's safeguarding arrangements
 - Ensure appropriate Safeguarding Ambassadors are identified for their service areas
 - Receive quarterly reports from the Safeguarding Lead on case management and respond to identified areas of concerns or capacity
- 7.6 **Designated Safeguarding Lead (DSL) and Deputy Designated Safeguarding Lead (DDSL)**
- Recommend to SLT and Members new/revised policies, so that the Council can safeguard children and adults in accordance with its legal obligations.

- Implementing a performance framework and reporting on the Council's safeguarding performance.
- Promote the Safeguarding Policy within the Council.
- Ensure there is a secure central record relating to allegations and investigations.
- Work with other district authorities to share best practice and create a shared culture for Devon.
- Advocate the importance of safeguarding to partners, contractors and customers
- Receive concerns, gather information and agree a course of action which may involve taking advice from the relevant partner agency/County Council service: this could include complex matters such as consent and whether parents/carers should be notified. Make a decision about how to proceed and whether to make a formal referral and undertake any direct intervention required
- Working with colleagues to improve practice across the organisation
- Attending appropriate courses and updating of safeguarding legislation
- Supporting the Safeguarding Ambassadors by holding regular meetings and providing inputs on key issues
- Advocate the importance of safeguarding to partners, contractors and customers
- Support staff where necessary
- If there is disagreement on the appropriate course of action to take, the DSL has the final decision

7.7 Human Resources

- Working with senior managers in maintaining a record of those posts, requiring a DBS disclosure together with the level of disclosure required and ensuring these are undertaken in compliance with legislation and DBS guidance
- Developing and maintaining a robust Recruitment policy and associated working practices in line with the principles of 'Safer Recruitment'
- Ensuring that appropriate Safeguarding training is delivered to staff
- Supporting senior managers in dealing with allegations of abuse or lack of care by staff
- Referring information to the DBS and Local Authority Designated Officer (LADO) about employees who have been dismissed or removed from working with vulnerable groups (or would have been had they not left/resigned) as a result of a relevant caution/conviction, conduct that has harmed or put a child/vulnerable adult at risk of harm, or satisfied the 'Harm Test' in relation to vulnerable groups
- Ensure support is provided for staff who have been effected by their involvement in a safeguarding case

7.8 Line managers

- Identifying those services and posts that are likely to have an involvement with children and adults with care and support needs, and undertaking an appropriate risk assessment of posts in respect of Disclosure & Barring Service (DBS) disclosure requirements.
- Ensuring that those people appointed by them to the Council, whose normal duties fall into the definition of regulated activity as defined in the Safeguarding Vulnerable

Groups Act 2006 and amended by the Protection of Freedoms Act 2012, are subject to the appropriate level of DBS disclosure and are appropriately qualified and/or trained in working with these groups.

- When a concern is reported make contact with the Safeguarding Lead or Deputy Safeguarding Lead and in their absence follow the Procedure for Line Managers found in Appendix One
- Ensure that proper records are kept of any incidents occurring within their service and that these are held securely and/or passed on to the Council's human resources team if the incident involves an employee.
- Ensure that employees, volunteers and other workers dealing with these groups are adequately trained and aware of their responsibilities in this area.
- Ensure that external contractors delivering Council services are aware of the Council's expectation that workers are aware of and abide by the standards of behaviour expected of council employees.
- Ensure that any evidence or complaint of abuse or lack of care is reported to the appropriate body e.g. Devon County Council, Safeguarding Board or the Police, and to the Council's Human Resources team where employees, volunteers and contractors are involved and to the Monitoring Officer where Members are involved. The DSL needs to be copied into any reports.
- Ensure that employees and others do not work with children or adults with care and support needs on regulated activities without an appropriate DBS disclosure.
- Ensure that adequate supervision and support is available to those who have been directly involved in dealing with safeguarding cases, including a debrief of the case and any relevant outcomes.

7.9 **Safeguarding Ambassadors**

- Attend regular meetings called by the DSL
- Maintain an understanding of the key safeguarding risks as directed by the Safeguarding Lead
- Be a point of contact for the service area, check the facts of the concern and discuss with the Safeguarding Lead or Deputy Safeguarding Lead
- Work with colleagues to improve practice across the organisation

7.10 **All staff**

All employees and particularly those working with children and adults with care and support needs are responsible to:

- Ensure that they are familiar with and understand the policies and procedures relating to their work with or in the vicinity of children and adults with care and support needs.
- Ensure that they feel confident in working within this environment and working with their managers to ensure that they have the knowledge and skills to carry out their tasks in this context.
- Treat all those children and adults with whom they come into contact while carrying out their work according to their needs and with respect.
- Listen to and take account of the wishes and feelings of children and adults that they work with, both in individual decisions and the development of service

- If there is an immediate concern and risk of harm or a crime is being committed call 999 immediately
- Report to the DSL or DDSL if they have concerns about abuse or a lack of care of children and adults with care and support needs. In the absence of the DSL or DDSL report to your Line Manager
- Ensure that they take care of their own welfare related to distressing or difficult cases and engage in appropriate levels of support as required by the situation or the organisation.
- Undertake mandatory safeguarding training upon induction and every three years.
- If there are concerns about the wellbeing of a colleague speak to Human Resources
- Ensure the details of the any concerns remain confidential and any notes are kept securely

7.11 Volunteers, contractors, consultants and other workers

- Work with employees of the council, to the same standard, in ensuring the safety and well-being of children and adults with care and support needs within their scope
- Participate in any training or development opportunities offered to them to improve their knowledge of skills in this area
- Managers to ensure that any volunteers/work experience placements are suitably risk assessed proportionate to the role they are due to undertake
- Report any concerns to to the DSL or DDSL

8.0 Events and land hire

- 8.1 Any organisation who has lease agreements or regularly hire out or lease Council facilities or open spaces, should have appropriate safeguarding procedures in place. They should also ensure any volunteer or employee that has unsupervised contact with children, young people or adults with care and support needs undertakes a relevant DBS check.
- 8.2 Any safeguarding concerns on Council land should be reported to DSL or DDSL. 999 should be called if it is thought there is immediate risk or harm, or a crime is being committed.

9.0 Grant applications

- 9.1 All organisations seeking funding from the Council are expected to have appropriate safeguarding policies and procedures in place according to the level and type of their activities. Such policies should include DBS checks for all employees and volunteers working with children, young people and adults with care and support needs. Evidence of these policies and procedures may be requested as part of the grant making process.

9.0 Confidentiality and information sharing

- 9.1 The Council will share information appropriately with partners that have a statutory responsibility to investigate safeguarding concerns, including Devon County Council

and Devon & Cornwall Police. Safeguarding partners will work jointly to provide advice, support and protection to the individual.

9.2 Information can be shared lawfully within the parameters of the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). The Council will ensure that all colleagues understand that data protection does not prevent the sharing of information where it would protect the welfare of and/or promote the wellbeing of adults or children. However, it is essential that careful consideration be given to information sharing as in some cases risk could be increased.

9.3 Emergency or life-threatening situations may warrant the sharing of relevant information with the relevant emergency services without consent.

10.0 Mental capacity and best interest

10.1 People must be assumed to have capacity to make their own decisions and be given all practicable help before they are considered not to be able to do so. If there is a concern that an adult may lack capacity around making a specific decision a referral must be made to Devon County Council Adult Social Care. Where an adult is found to lack capacity, then any action taken, or any decision made for, or on their behalf, must be made in their best interests. Professionals and other stakeholders have a responsibility to ensure they understand and always work in line with the Mental Capacity Act 2005. Any concerns must be referred to Devon County Council Adult Social Care.

11.0 Partnership working arrangements

11.1 There are a number of partnership frameworks that consider concerns raised about safeguarding, many of these sit within legislative frameworks. These include Section 42 enquiries for adults at risk, Child in Need, Section 47 and the Adolescents Safety Framework for Children. Housing Officers and often engaged in these meetings but for any other staff the DSL should be notified of corporate involvement.

11.2 Effective working together depends on resolving disagreements to the satisfaction of colleagues and partner agencies, and a belief in partnership and joint working for the ultimate benefit of the adult at risk, child or young person. The focus within this Council will be to ensure resolution and the continuation of good partnership working, managing disagreements professionally and escalating concerns where necessary. The welfare and safety of the individuals must remain the focus.

12.0 Corporate Parenting

12.1 Section 1 of the Children and Social Work Act 2017 applies a set of Corporate Parenting principles to any council “whenever they exercise a function in relation to looked-after children or care leavers”. For a district council the primary impact of this is in relation to the duty to accommodate, council tax support, access to leisure and employment skills development.

- 12.2 The seven Corporate Parenting principles set out the principles that local authorities must have regard to when exercising their functions in relation to looked after children and young people, as follows:
- to act in the best interests, and promote the physical and mental health and wellbeing, of those children and young people
 - to encourage those children and young people to express their views, wishes and feelings
 - to take into account the views, wishes and feelings of those children and young people
 - to help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners
 - to promote high aspirations, and seek to secure the best outcomes, for those children and young people
 - for those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
 - to prepare those children and young people for adulthood and independent living

13.0 The Local Authority Designated Officer (LADO) process

- 13.1 The LADO is a statutory role which sits within Devon County Council Children Services. The LADO is responsible for coordinating the response to concerns that an adult who works with children may have caused them or could cause them harm. The LADO also gives advice and guidance to employers, organisations and other individuals who have concerns about the behaviour of an adult who works with children and young people. Included in this group are volunteers, agency staff and foster carers as well as people who are in a position of authority and have regular contact with children.
- 13.2 The LADO should be alerted to all cases in which it is alleged that a person who works with children has:
- behaved in a way that has harmed, or may have harmed, a child
 - possibly committed a criminal offence against children, or related to a child
 - behaved towards a child or children in a way that indicated they may pose a risk of harm to children.
 - behaved or may have behaved in a way that indicates that they may not be suitable to work with children.
- 13.3 Allegations of non-recent abuse should be referred in the same way as current concerns.
- 13.4 If a Council staff member or Member becomes aware of a situation as outlined in 13.2 above they should immediately alert the DSL in in their absence a member of SLT and either:
- The HR and OD Manager where a member of staff is involved, or
 - The Monitoring Officer where an elected member is involved, or
 - The Food Health and Safety Manager in cases which involve a license issued by the Council,

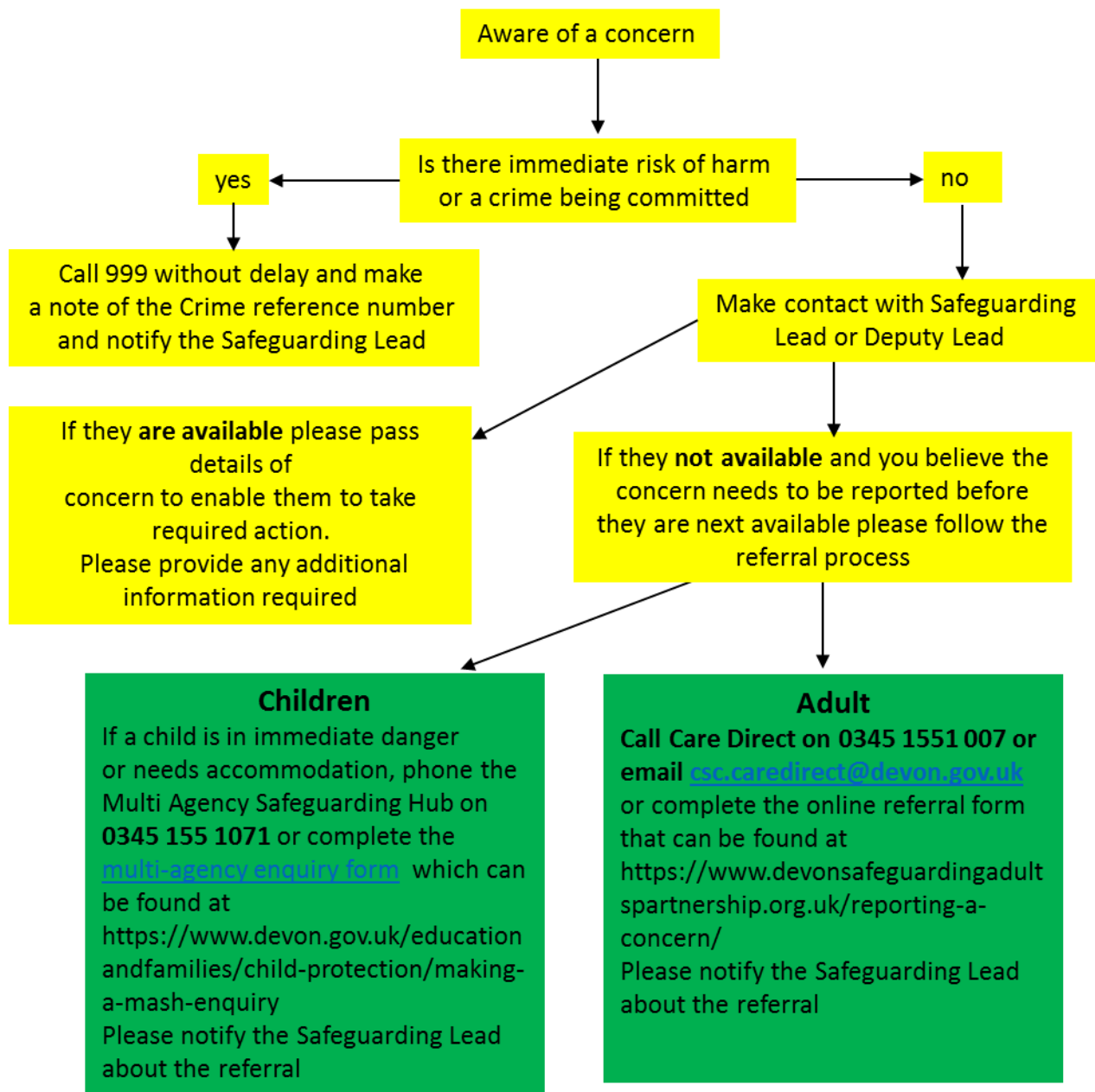
who will then inform the LADO within 1 working day.

- 13.5 Having assessed the referral the LADO may arrange one or more Managing Allegations Meetings liaising with the police and other agencies as necessary. Attendance at a LADO Managing Allegations Meeting should be always be made by two officers together to ensure that if total confidentiality is required (e.g. to safeguard an ongoing police investigation) the weight of responsibility does not fall to one officer alone. The DSL should be consulted before attending.

14.0 Review

- 14.1 This Policy should be reviewed every three years or sooner if required by the DSL and/or SLT. This will include an on-going review of guidance, both nationally and locally, to ensure the Council meets requirements to safeguard children, young people and adults, and there are appropriate procedures and protocols in place.
- 14.2 The safeguarding function will be reviewed via Internal Audit and resulting recommendations will be addressed to ensure compliance.

Safeguarding Flow Chart for Line Managers



Ensure that all information is kept confidential and check that any staff involved are not effected by their involvement, refer to HR if you have any concerns

When making a referral please find below a list of the information that may be required

- Your name, role and contact details
- Name, address and date of birth of the subject of your concern
- Details of any parents or carers relevant to the subject of concern
- Details of anyone who may be involved in the harm, neglect or abuse
- If consent has been provided for the referral, if not, why it has not been requested, which may be because this may put the subject at increased risk
- Is there any relevant history known for this person
- Details of any specific incident of concern, time, location, witnesses and professionals involved etc

- Actions taken so far, have you referred to anyone else i.e. the Police or have you taken any immediate action to safeguard

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Equality Impact Assessment

Assessment Of: Safeguarding Policy Review	
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other:	<input type="checkbox"/> New <input checked="" type="checkbox"/> Already exists / review <input type="checkbox"/> Changing
Directorate: Communities and Service Improvement	Assessment carried out by: Rebecca Hewitt
Service Area: Community Safety and Safeguarding	Job Role: Community safety and Safeguarding Manager
Version / Date of Sign Off by Director:	9/9/24

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 Policy review has been undertaken to ensure the Council is fulfilling its legislative duties and taking note of good practice to reduce risk.

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]

Implementation of the policy will support efforts by the Council to safeguarding those who are at risk of harm. The review has enabled the inclusion of recommendations relating to mandatory training and DBS checks for members to reduce risks.

The purpose of the policy is to reinforce the Council's commitment to safeguarding from harm all children, young people and adults with care and support needs using any Council services. The aim of the Policy:

- Clarify the roles and responsibilities of all parties within scope of the policy
- Minimise chances of abuse through effective Council recruitment and selection procedures
- Have procedures in place for dealing with concerns through the process of timely and appropriate reporting of issues to Devon County Council or other relevant agencies.
 - Support the promotion of a safe working environment and a culture of care in which the rights of all children, young people and adults with care and support needs are protected and respected and have the right to be safe.
 - Provide a framework for developing partnerships with appropriate external bodies e.g. Devon Safeguarding Childrens Partnership and Torbay and Devon Safeguarding Adults Partnership, to ensure that the policy continues to reflect legal and best practice requirements in respect of the responsibility of care of children, young people and adults with care and support needs
 - Ensure the importance of listening to children and adults at risk and responding appropriately.

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 for age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation. Please see: [Equality Act 2010 \(legislation.gov.uk\)](http://legislation.gov.uk).

Data / Evidence Source <i>[Include a reference where known]</i>	Summary of what this tells us
LGA Research report - Basic Facts About Teignbridge Basic facts about your chosen area (esd.org.uk)	Details the demography of the Teignbridge District in relation to: <ul style="list-style-type: none"> • Population • Age • Ethnicity • Health • Employment

Data / Evidence Source <i>[Include a reference where known]</i>	Summary of what this tells us
	<ul style="list-style-type: none"> • Education
Additional comments:	

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.

<p>Currently demographic and equality information is not recorded for cases that are managed by the safeguarding team. Therefore, it is not possible to understand if there is a disproportionate impact on different groups with protective characteristics. Due to the sensitive nature of the safeguarding it would be very problematic to gather this information,. For example when the only contact may be in relation to suicide ideation asking demographic information would be welcomed.</p>
--

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.

As this is a review of an existing policy this has not been completed.
--

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.

We will continue to include learning from our cases. We will also continue to prioritise training to ensure there is awareness across the organisation.

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 <i>(highlight any potential issues that might impact all or many groups)</i>	
<p>The Policy gives guidance and policy framework for staff and Members, and our contractors and volunteers, based on our legal obligations, good practise and local organisational arrangements in Devon. The policy will support our own staff and Members who may find themselves at risk or vulnerable. The policy supports our service users (including tenants) particularly those who are vulnerable adults with care needs, and children and young people under 18 where we have specific legal duties.</p> <p>The Policy is clear that it needs to be read in conjunction with the Equality Policy.</p>	
PROTECTED CHARACTERISTICS	
Age: Young People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	The Policy clearly supports young people through the focus on protecting children and young people safe and protected from harm. There is also the addition of a section on corporate parenting.
Mitigations:	
Age: Older People	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	The Policy has two key purposes, one of which is to demonstrate the Council's commitment to safeguarding from harm all adults with care and support needs using any Council services and involved in any of their activities, and to treat them with respect during their dealings with the Council, our partners and contractors
Mitigations:	
Disability	Does your analysis indicate a disproportionate impact? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Neutral <input type="checkbox"/>
Potential impacts:	The Policy has two key purposes, one of which is to demonstrate the Council's commitment to safeguarding from harm all adults with care and support needs using any Council services and involved in any of their

	activities, and to treat them with respect during their dealings with the Council, our partners and contractors
Mitigations:	
Sex	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Sexual orientation	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Pregnancy / Maternity	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Gender reassignment	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Race	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Religion or Belief	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <input checked="" type="checkbox"/>
Potential impacts:	
Mitigations:	
Marriage & civil partnership	Does your analysis indicate a disproportionate impact? Yes <input type="checkbox"/> No <input type="checkbox"/> Neutral <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 type="checkbox"/> Neutral <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

Someone's protected characteristics may increase their risk of needing safeguarding, for example being female increases risk of being at risk from domestic abuse or having a learning disability may increase risk of exploitation. Addressing safeguarding risks advances the equality of opportunity for those individuals

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

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.

The Safeguarding Policy will be reviewed every three years or sooner if there is a change in legislation. Every quarter a report on Safeguarding cases is presented to Senior Leadership Team, this enables staff to raise any themes which emerge from cases and discuss mitigations.

4.4 Is there an opportunity to promote positive attitudes and good relations between different groups and communities?

Step 5: Review & Sign-Off

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

<p>Reviewed by Service Manager: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Instead was reviewed by:</p>	<p>Strategic Leadership Team Sign-Off: Amanda Pujol</p>
<p>Date: 11th October 2024</p>	<p>Date: 11th October 2024</p>

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**Teignbridge District Council
Executive
4 November 2024
Part i**

**2024/25 BUDGET MONITORING – REVENUE & CAPITAL, TREASURY
MANAGEMENT LENDING LIST**

Purpose of Report

To update Members on the principal areas where there are likely to be departures from the 2024/25 revenue budget and summarise those variations to the end of September 2024 including updates on progress with the capital programme and funding and any amendments to the lending list for treasury management purposes. To report the results of the mid year review of the treasury management function.

Recommendation(s)

The Executive Committee resolves to:

- (1) Approve the revenue budget variations for 2024/25 as shown at appendix 1**
- (2) Approve the updated capital programme as shown at appendix 2**
- (3) Note the updated lending list as shown at appendix 3**
- (4) Note the mid year review of Treasury Management shown at appendix 4**

Financial Implications

The financial implications are contained throughout the report. The main implication is that there is a favourable variance of £1,019,860 at the end of September 2024.

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

Legal Implications

The Council is required to secure a balanced budget and also to provide certain services. Regular financial monitoring by the Executive helps ensure that the Council is able to meet these statutory obligations. See 7.1.

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

Risk Assessment

Major risks are identified in 4.13 and summarised in section 6. The most significant of these is the level of future funding from Central Government and the level of reserves held to meet future unexpected variations in income.

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

Environmental/ Climate Change Implications

The revenue budget supports the funding of a Climate Change Officer and associated budget and capital projects are highlighted which contribute towards our climate change objectives – see section 8.

David Eaton – Environmental Protection Manager
Email: david.eaton@teignbridge.gov.uk

Report Author

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

Executive Member

Councillor John Parrott – Executive Member for Resources

Appendices/Background Papers

Appendix 1 – Revenue budget variations 2024/25
Appendix 2 – Capital programme
Appendix 3 – Treasury management lending list
Appendix 4 – Mid year treasury management review
Current year budget files: capital files:

1. PURPOSE

- To identify the principal areas where there are likely to be departures from the approved 2024/25 budget and summarise the likely overall variation based on the information available to the end of September 2024. Also to inform Members of progress that has been made with achieving savings and efficiencies. All shown at Appendix 1.

- To update Members on progress with the capital programme and funding and bring the latest details for members' approval as shown at Appendix 2.
- To update Members on the treasury management lending list as shown in Appendix 3.
- To report to Members the results of the mid year treasury management review as shown in Appendix 4.

2. SUMMARY

- 2.1 The draft accounts for 2023/24 have been published with anticipated general reserves for the year at just above £2.4 million plus earmarked reserves for specific grants, contributions and carry forwards including the various grants for business rates etc. The 2023/24 external audit has commenced. There is a net surplus of £1,019,860 forecast for 2024/25 arising from variations to the original budget.
- 2.2 A summary of revenue budget variations by service identified to the end of September for the current year is shown below with favourable variations indicated by a minus sign as per the details shown in Appendix 1.

Service	Variance £
Development management including land charges	109,850
Corporate services	-659,920
Economy & assets	-68,750
Environment/climate change	-245,280
Leisure/green spaces	-158,000
General	2,240
TOTAL FAVOURABLE BUDGET VARIATION TO DATE	-1,019,860

- 2.3 New homes bonus is still anticipated to be scrapped with no alternative funding currently suggested. Estimated rates retention above the baseline and pooling gain is assumed to be reset in the next two year as part of the review into fair funding which will eliminate most of the gains made. There is still uncertainty as to whether this will actually take place as planned. We await clarification on this which may be made clearer when full details of the next settlement are provided for 2025/26 in December. The funding reserve holds funds to assist with this eventuality initially. Likely shortfalls for current and future years will need to be addressed as part of the budget setting and monitoring process this year and next year and the associated work through the Modern 25 programme. Work is also ongoing through service plan reviews, modified business plans and the work with Ignite to determine savings to meet the gaps identified in the final budget papers from February 2024.

3. BACKGROUND

3.1 For a number of years Government have only provided one year settlements for core funding. There is a suggestion that a funding review will take place in the Spring of 2025 with a potential multi year funding package for 2026/27 and subsequent year(s). The budget announcements at the end of October may provide more clarity. We have consistently been told that new homes bonus receipts are likely to reduce as the bonus is phased out. There is still no clarity as to what will take its place. If there is a two year delay then there is the possibility that new homes bonus may continue until that change and there will be no reset of business rates retention until then. We await clarification on this and details of the settlement for 2025/26 which are unlikely to be received until late December again. The funding reserve holds funds to assist with this eventuality initially. Likely shortfalls for future years will need to be addressed as part of the budget setting and monitoring process this year and next year. Work is ongoing through Modern 25, service plan reviews and modified business plans to determine savings to meet the gaps identified in the final budget papers from February 2024.

4. VARIATIONS BY SERVICE 2024/25 (revenue shown in appendix 1 and capital in appendix 2)

4.1 Building control

- At the end of September fee income is forecast to be lower than budget to date. Income is forecast to pick up towards year-end with further analysis required during the year. Any variation at the year-end is accounted for in the building control reserve so will not affect Teignbridge's general reserve.
- Teignbridge became the Lead Authority fully hosting The Devon Building Control Partnership with South Hams and West Devon councils from 1 April 2017 and holds the partnership earmarked reserves on behalf of the partners.

4.2 Development management including land charges

- At the end of September net planning application income is forecast to be below the original budget of £857,900 by an estimated £120,850. Planning application numbers are 16% down at the end of September as compared with last year.
- Pre-application planning advice - at the end of September 2024 income was in excess of the anticipated budget by an estimated £35,000 for the year
- There are no Planning appeal costs for this financial year to date however further costs are anticipated but yet to be determined for this financial year.

- Land charges income is forecast to be £24,000 below the projected budget of £280,600. The number of searches is 20.2% up on last year. A search can be a full or part search or individual questions.

4.3 Strategic leadership team & corporate services

The 2019 revised strategic leadership team structure has permanent appointments to the relevant positions. This structure delivers ongoing savings in excess of £150,000. These savings have already been incorporated into the budget since 2021/22 and thereafter. A further organisational structure for the wider management structure in 2024 has reduced the permanent numbers in the strategic leadership team by one with the savings being incorporated within the costings of that restructure.

Finance

- Forecast net interest receivable at £1,931,881 is forecast to be up £652,261 on the base income budget of £1,279,620. Interest accrued to the end of September is £985,389. There is currently no forecast long-term external borrowing for the year, which means zero interest payable, in line with budget expectations. Base rate as at the start of 2024/25 was 5.25%. The Bank of England monetary policy committee (MPC) has since lowered interest rates as follows:

01 August 2024 5.00%

- Market commentators anticipate base rate will be around 4.5% – 4.75% by the end of 2024 and between 3.00% and 3.25% by the end of 2025. The September 2024 Monetary Policy Committee (MPC) meeting indicated that “a gradual approach to removing policy restraint remains appropriate”. Market pricing wavers between the next cut to base rate coming in November or December 2024, with the bank continuing to be vigilant over the risks to inflation returning to its 2% target. Ongoing volatility underlines how positions can change quickly following data releases. Bank, building society and money market fund rates fell in response to the August base rate cut however the markets await October’s budget. Our average lending rate to the end of September is 5.21% in line with SONIA (Sterling Overnight Index Average), which was 4.95% as at 1 October 2024 and an average of 5.12% over the calendar year to date. Average daily lend for the year is forecast at £38.90 million.
- As at the end of 2023/24, the draft capital financing requirement (CFR) (underlying need to borrow) is £22.6 million. By using existing balances to fund this internally rather than borrowing externally, the Council continues to save an estimated £12,427 per annum. This is based on the cost had the Council borrowed 50% of CFR at the PWLB’s average 10-year certainty rate and 50% at the average 25-year certainty rate at the start of the year, less

potential interest earned at the forecast average annual rate as at end of September of 4.97%.

In April we arranged lending as follows:

Borrower	Rate (%)	Amount	Start date	End date	Days 2024/25	2024/25 Interest (£)
DMO	5.175	5,000,000	02/04/2024	28/05/2024	56	39,698.63
DMO	5.19	1,000,000	04/04/2024	05/04/2024	1	142.19
DMO	5.19	1,000,000	15/04/2024	03/05/2024	18	2,559.45
DMO	5.19	4,000,000	15/04/2024	20/05/2024	35	19,906.85
DMO	5.19	1,500,000	15/04/2024	23/05/2024	38	8,104.93
DMO	5.19	1,000,000	16/04/2024	17/04/2024	1	142.19
DMO	5.19	1,000,000	17/04/2024	19/04/2024	2	284.38
DMO	5.195	1,000,000	19/04/2024	28/05/2024	39	5,550.82
DMO	5.19	1,000,000	25/04/2024	28/05/2024	33	4,692.33
DMO	5.19	1,000,000	30/04/2024	28/05/2024	28	3,981.37

and we had £25.6 million lent out or in call accounts at the end of the month.

In May we arranged lending as follows:

Borrower	Rate (%)	Amount	Start date	End date	Days 2024/25	2024/25 Interest (£)
DMO	5.195	2,500,000	01/05/2024	28/05/2024	27	9,607.19
DMO	5.2	2,500,000	01/05/2024	19/06/2024	49	17,452.05
DMO	5.19	2,000,000	03/05/2024	03/07/2024	61	17,347.40
DMO	5.185	1,000,000	07/05/2024	21/06/2024	45	6,392.47
DMO	5.165	1,000,000	08/05/2024	22/07/2024	75	10,613.01
DMO	5.175	1,000,000	13/05/2024	03/07/2024	51	7,230.82
DMO	5.19	3,000,000	15/05/2024	16/05/2024	1	426.58
DMO	5.19	3,000,000	15/05/2024	03/06/2024	19	8,104.93
DMO	5.175	2,000,000	15/05/2024	03/07/2024	49	13,894.52
DMO	5.18	3,000,000	16/05/2024	03/07/2024	48	20,436.16

and we had £29.6 million lent out or in call accounts at the end of the month.

In June we arranged lending as follows:

Borrower	Rate (%)	Amount	Start date	End date	Days 2024/25	2024/25 Interest (£)
Cheshire East Council	5.15	3,000,000	03/06/2024	17/03/2025	287	121,483.56
Aberdeen City Council	5.15	3,000,000	17/06/2024	17/03/2025	273	115,557.53
Blackpool Council	5.25	3,000,000	17/06/2024	18/10/2024	123	53,075.34
DMO	5.18	1,000,000	20/05/2024	03/07/2024	44	6,244.38
DMO	5.2	1,500,000	30/05/2024	03/07/2024	34	7,265.75
DMO	5.205	1,000,000	31/05/2024	23/07/2024	53	7,557.95
DMO	5.2	1,000,000	03/06/2024	22/07/2024	49	6,980.82
DMO	5.21	4,000,000	03/06/2024	08/08/2024	66	37,683.29
DMO	5.19	1,000,000	04/06/2024	03/07/2024	29	4,123.56
DMO	5.19	1,000,000	20/06/2024	08/08/2024	49	6,967.40
DMO	5.19	1,000,000	28/06/2024	01/07/2024	3	426.58

and we had £37.7 million lent out or in call accounts at the end of the month.

In July we arranged lending as follows:

Borrower	Rate (%)	Amount	Start date	End date	Days 2024/25	2024/25 Interest (£)
DMO	5.185	5,500,000	01/07/2024	08/08/2024	38	29,689.45
DMO	5.03	1,000,000	05/07/2024	03/01/2025	182	25,081.10
DMO	5.15	1,000,000	10/07/2024	12/08/2024	33	4,656.16
DMO	5.03	1,000,000	11/07/2024	03/01/2025	176	24,254.25
DMO	5.12	7,000,000	15/07/2024	13/09/2024	60	58,915.07
DMO	5.14	1,000,000	23/07/2024	19/08/2024	27	3,802.19
DMO	5.07	1,000,000	30/07/2024	19/08/2024	20	2,778.08

and we had £40 million lent out or in call accounts at the end of the month.

In August we arranged lending as follows:

Borrower	Rate (%)	Amount	Start date	End date	Days 2024/25	2024/25 Interest (£)
DMO	5.03	2,000,000	01/08/2024	23/08/2024	22	6,063.56
DMO	4.945	3,000,000	01/08/2024	13/09/2024	43	17,476.85
DMO	4.92	1,000,000	05/08/2024	13/09/2024	39	5,256.99
DMO	4.76	8,000,000	15/08/2024	07/02/2025	176	183,618.63
DMO	4.94	1,000,000	23/08/2024	09/09/2024	17	2,300.82
DMO	4.93	1,000,000	28/08/2024	19/09/2024	22	2,971.51

and we had £39.9 million lent out or in call accounts at the end of the month

In September we arranged lending as follows:

Borrower	Rate (%)	Amount	Start date	End date	Days 2024/25	2024/25 Interest (£)
DMO	4.94	1,000,000	02/09/2024	19/09/2024	17	2,300.82
DMO	4.94	1,000,000	02/09/2024	23/09/2024	21	2,842.19
DMO	4.935	2,000,000	02/09/2024	27/09/2024	25	6,760.27
DMO	4.93	1,000,000	02/09/2024	07/10/2024	35	4,727.40
DMO	4.925	1,000,000	02/09/2024	18/10/2024	46	6,206.85
DMO	4.93	500,000	13/09/2024	27/09/2024	14	945.48
DMO	4.9	1,000,000	16/09/2024	23/09/2024	7	939.73
DMO	4.89	4,500,000	16/09/2024	18/10/2024	32	19,292.05
London Borough of Waltham Forest	4.85	3,000,000	16/09/2024	16/05/2025	197	78,530.14
Blackpool Council	4.9	3,000,000	18/10/2024	19/05/2025	165	66,452.05
DMO	4.89	1,000,000	17/09/2024	18/10/2024	31	4,153.15
Lloyds	4.95	1,000,000	20/09/2024	18/10/2024	28	3,797.26

and we had £38.3 million lent out or in call accounts at the end of the month.

Prudential Indicators

In accordance with the Prudential Code for capital finance in local authorities (2021 edition), the following table relates to forward looking prudential indicators as reported in Appendix 11 of the budget papers on 27 February 2024:

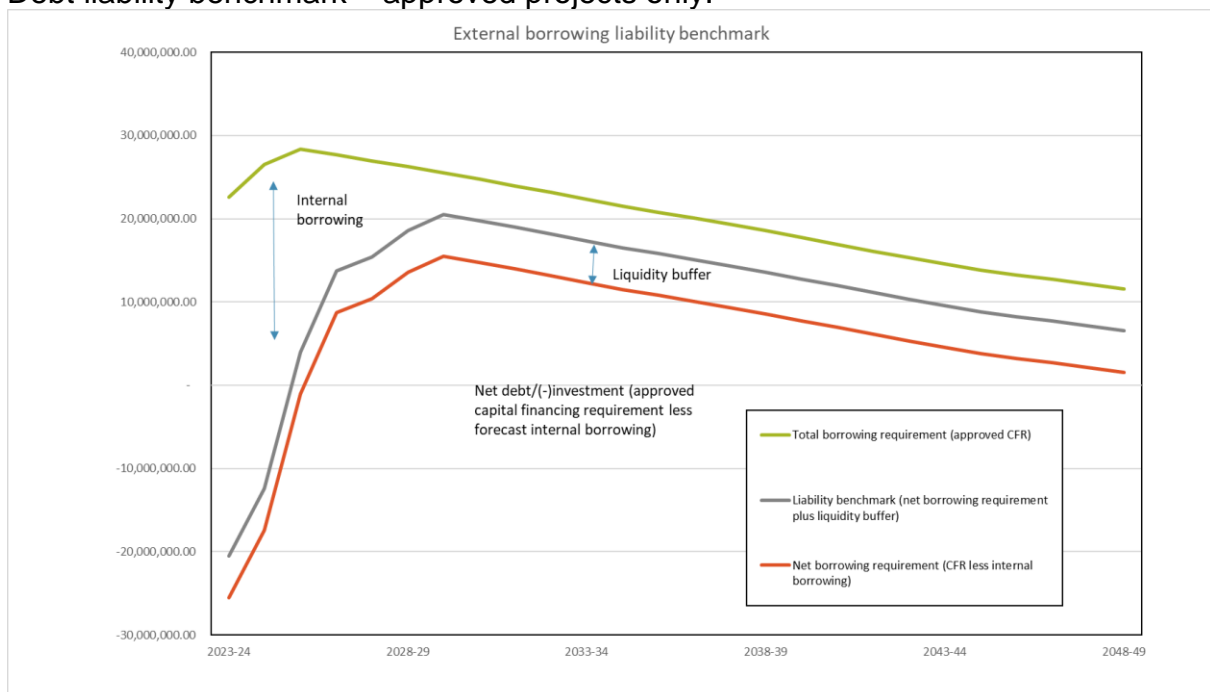
The capital financing requirement (CFR) represents the Council's underlying need to borrow. The Council is reducing the need for external borrowing by using existing balances to fund this need internally. The CFR at 31 March 2024 was £22.59 million.

	2024-25	2025-26	2026-27
Estimate of the proportion of financing (-)income/costs to net revenue stream	-7.08%	1.34%	3.28%
Estimate of net income from commercial and service investments to net revenue stream	13%	15%	15%
Gross debt is not forecast to exceed the capital financing requirement (CFR)			
Estimate of capital expenditure	£59.294 million	£17.339 million	£7.528 million
Estimate of CFR (approved and provisional projects).	£45.413 million	£45.964 million	£43.937 million

Authorised limit for external debt	£44 million	£44 million	£50 million
Operational boundary for external debt	£40 million	£44 million	£45 million
Total debt limit	£60 million	£60 million	£60 million

The operational boundary and authorised limit for external debt are lower than the estimated CFR above due to estimates of capacity for internal borrowing. The CFR above also includes forecast provisional projects which have not yet been fully approved.

Debt liability benchmark – approved projects only.



The debt liability benchmark plots borrowing need relating to approved projects only and forecast internal borrowing and is a tool to help plan for external borrowing requirements.

Indicators relating to the maturity structure of borrowing, proportion of variable rate borrowing - there is currently no external borrowing.

Minimum Revenue Provision (MRP)

MRP is a charge to the revenue accounts in respect of capital expenditure financed by borrowing or credit arrangements. It is calculated with reference to the CFR. Forecast MRP has decreased by £7,663 in 2024/25 to £343,038 mainly due to

housing capital schemes which have progressed slightly slower than predicted at budget time. MRP then is budgeted to increase (in relation to approved schemes only) to £596,580 in 2025/26 and £678,201 in 2026/27. The increased MRP in future years relates to schemes involving borrowing approved in the capital programme or provisional which will be offset by revenue income in the relevant business cases.

- Municipal Mutual Insurance (MMI) provided insurance for the Council until early 1993 when policies were transferred to Zurich Municipal. MMI experienced financial difficulties in 1992 and a scheme of arrangement was agreed by local authority creditors to facilitate the solvent run-off of the company. The scheme has been triggered and we have to pay a percentage of our potential liability of £341,000.

In 2013/14 a provision was made for the first levy notice of 15% or £51,000 which the administrator issued in April 2013 and was billed and paid early in 2014. A further reserve of 35% or £119,000 for likely claims in future years was also set up. Together these allowed for a total 50% of the potential liability as recommended by the broker. MMI's accounts to 30 June 2015 were published and we paid a second levy of 10% or £34,000 in April 2016. We were not required to pay any more after publication of the accounts since 2016. We still have £85,000 in reserve for the potential remaining 25%.

Capital

- Work continues on implementing the new financial management system, with £185,000 budgeted over 2024/25 and 2025/26.

Human resources, legal, democratic services, audit and procurement

There are no variations to report at the end of September.

4.4 Economy & assets

- Repairs and maintenance is forecast to be overspent by £60,500 of the budget of £621,840. This is due to high value reactive spend including the Bradley Lae perimeter fence, repairs to the Lido underground pool circulation pipe and Old Forde House roof repairs. Actual spend to the end of September is £338,220.
- Income from car parking is currently ahead of projections by £153,000 when compared with the original budget of £4.7 million at the end of September.
- General rental income has decreased over the last 12 months. The income to date is currently in line with the budget set. Market income is forecast to be under budget by £23,750. The total property income budget is £2.67 million.

Capital

- The capital programme is shown at appendix 2. It continues to include significant provisions for investment in town centres and employment land. This includes the Future High Street Fund projects, aimed at revitalising the centre of Newton Abbot. A refurbished market, food hall and Market Square sits alongside improvements to Queen Street. Regeneration works will also get underway at Bradley Lane, improving the site's future viability. This regeneration will help transform the town centre into a vibrant and welcoming place to visit, boosting footfall and local spend and creating a premier market destination for the wider area. The total investment of £12.203 million includes government funding of £9.026 million. Timing is critical to these projects due to the grant conditions. Funds had to be committed by September 2024 and need to be spent by March 2025. Teignbridge-funded elements may be spent after this date and work continues to enable delivery on the required basis. Executive is updated regularly on this project.
- Council of 28 April 2022 granted authority for the sale of land at Brunswick Street in Teignmouth town centre to Torbay and South Devon NHS Trust. Alongside this, it was resolved to create a new car park at the junction of George Street and Brunswick Street, to be funded from capital receipts. While the agreed land sale no longer meets the needs of all parties, the car park element of the project progresses and has reached tender stage, with the majority of the £0.5 million budget in 2024/25.
- There is a £2 million provision for employment sites, funded from borrowing. It is anticipated this will be spent on schemes on council owned land, either to invest in new assets or to enhance and make best use of those already available. This will encourage new and existing businesses to set up, move in and stay in the area. The aim is to create better paid jobs and business expansion for a more resilient local economy. Where people can both work and spend leisure time locally, carbon emissions are also reduced. Individual projects will come back to committee as appropriate as business cases are developed.
- Council of 6 June 2016 resolved to commit funding to the Superfast Broadband Connecting Devon and Somerset phase 2 programme. An investment of £250,000 financed from capital receipts was confirmed and the collaboration agreement signed. It is anticipated to be paid in 2024/25.

Capital - coastal & drainage

- South West Coastal Monitoring (SWCM) is in the 4th year of its 4th phase in 2024/25. The 6-year phase is 100% funded by grant from the Environment Agency – up to £10.5 million over 6 years, with £2.7 million budgeted for 2024/25, including carry-forward. SWCM is the largest of the National Coastal Monitoring programmes in England, encompassing 2,450 km of coast between Portland Bill in Dorset and Beachley Point on the border with Wales. Since its inception in 2006 Teignbridge District Council have acted as the lead

authority for the region. The Programme collects a multitude of coastal monitoring data, including topographic beach survey data, bathymetric data, LiDAR, aerial photography and habitat mapping and has a wave buoy and tide gauge network around the South West coast. The data feeds into a long term dataset showing changes to the beaches and coastline of the South West. It ensures that all Coastal Protection Authorities have the evidence to better understand the processes affecting the coast ensuring that coastal defence schemes are designed based on reliable information.

4.5 Environment / Environmental health

- A waste savings sharing agreement exists with Devon County Council. Additional savings which might arise can help to contribute towards the costs of implementing and on-going costs of extra waste and recycling rounds and improvements. This is anticipated to be lower than anticipated for 2023/24 by £89,600 and £17,540 when compared with the budget set for 2024/25.
- Fuel costs are currently anticipated to be £140,000 lower than the original budget due to a fall in fuel prices.
- Income from recycling sales is anticipated to be higher than the original budget by £223,620. This is mainly due to favorable prices for glass, plastic and cardboard.
- Recycling credit income is expected to be in line with the original budget based on quarter 1 estimates when compared to the original budget.
- Vehicle lease costs are forecast to be under the budget of £2,011,550 by £12,970, due to delays in new vehicle arrival because of manufacturing delay and reduction in cost of extending current leases.
- The recently agreed proposal at Executive in October to introduce a charge for pest control will deliver annual savings of £20,750 per annum.

Capital

- Successful bids for £2.327 million of grant funding under the Public Sector Decarbonisation Scheme (PSDS) for Newton Abbot Leisure Centre, Broadmeadow Sports Centre and Teignmouth Lido funded projects which were highly commended in the Energy Efficiency Awards South West and will achieve a 76% reduction in natural gas consumption. The final stage of the Newton Abbot Leisure Centre Scheme involving a new substation will be completed in 2024/25, as detailed in the Executive Member decision of 9 April 2024. The latest budget is £2.487 million, with final forecast spend currently £2.477 million.
- At Full Council on 25 July 2023, £3.701 million was approved towards the refurbishment and second phase of decarbonisation at Broadmeadow Sports

Centre. This is funded partly from a further successful bid made under the third phase of the PSDS. This provides £309,772 of grant funding. The project involves replacing gas-fired heating with air source heat pumps and increasing building thermal fabric efficiency standards. Alongside this, the project will carry out centre refurbishment works including a new frontage and reception overlooking the car park, additional studio space, improved changing facilities, expansion of the current gym and studio plus improved lighting. These changes will increase centre provision and viability. The tender process was completed for this scheme. The project commenced with the site closing on 16 September to allow contractors to take occupation from 23 September 2024. Total forecast costs including tender sum are within budget at this early stage.

At Full Council on 30 July 2024, budgets were approved for the following energy efficiency schemes:

£393,226 at Dawlish Leisure Centre

£515,625 at Newton Abbot Leisure Centre

£57,000 at Teignmouth Lido

£168,775 of these budgets is funded from Sports England Swimming Pool Support Fund grant with the remainder funded from borrowing.

A successful bid to the UK Shared Prosperity Fund has resulted in the allocation of £1.6 million funding for the Council's related investment plan, supporting businesses, hard to reach groups, women and local communities. There is some flexibility over the amount to be allocated to capital and this will be adjusted as projects progress and allocations are confirmed. £348,618 was paid in green business grants to local businesses between 2022/23 and 2023/24. Indicative 2024/25 capital budget is £471,101 however work with community groups continues towards refining the measures which will support local business decarbonisation and other community schemes. The outcome of this engagement will fine-tune the capital/revenue split of the grant.

- At Full Council on 5 September 2023, the infrastructure requirements to enable a switch to battery electric vehicles for suitable small, medium and large vans of the Council's fleet were approved. Work will cover three sites at Forde House, the multi-storey car park in Newton Abbot and the main Depot. Contractors were appointed and work began at Forde House in August 2024, with completion forecast in November 2024. Forecast costs are currently within the budget of £788,851.

Feasibility work is currently underway at the Council's bulking station site which accepts all kerbside and recycling bank recycling across the district. The Council must apply for a bespoke waste permit. This is due to regulations changes by government, which means Teignbridge operations no longer fall under an exemption. Works and surveys to the site are required to demonstrate our compliance with the conditions of the permit and site inspections from the Environment Agency (EA). A report will be brought to Full Council in due course with the result of the feasibility work and proposals for required works.

4.6 Housing

- Teignbridge have received £34,687 of new burdens funding towards revenue expenditure relating to the statutory duty to support victims of domestic abuse and their children within safe accommodation, following the Domestic Abuse Bill.
- Both the grant funded Rough Sleeper Initiative, Rough Sleeper Accommodation Programme and Homes for Ukraine are due to end on March 2025, although we do have an estimated contingency of £823,500 to continue Homes for Ukraine through 25/26.
- £24,500 funding has been received from the Home Office for the Asylum Dispersal Grant to cover the Temporary Accommodation costs of asylum seekers who have been moved to the area and had their immigration status confirmed.
- £223,168 received as a top up to the existing Homelessness Prevention Grant to target those most in need and to ensure local authorities are resourced to take action to prevent homelessness and continue to implement the Homelessness Reduction Act 2017.
- Teignbridge will receive £472,319.00 (which includes 15% for administration) for Household support fund 6, from October 2024 until 31st March 2025. The Grant is to assist the council in carrying out a project to primarily support households in the most need who would otherwise struggle. The fund can also be used to provide support with food, energy, essentials linked to energy and water, wider essentials. It can also be used to support housing costs in exceptional cases of genuine emergency.

Capital

- 2024/25 Better Care government grant, received via Devon County Council is £1.756 million, with a further £0.260 million carried over from 2023/24. This funds statutory disabled facilities and other grants. The increased diversity of grants offered as per the Council's Housing Financial Assistance Policy for Loans and Grants has seen increased demand, especially for stairlift and bathroom adaptation grants. To date, 51% of the annual budget has been spent, in line with expectations.
- To date in 2024/25, £26,022 of previously paid renovation grants have so far been recovered.
- £4.908 million was approved to procure 18 properties for the accommodation of Afghan and Ukrainian families in the short term and Teignbridge residents from the Housing Register in the longer term. A further £150,000 was received from Devon County Council towards the same scheme, bringing the total budget to £5.058 million. This is funded from £2.084 million Local Authority Housing Fund grant, £150,000 Devon County Council grant, with the

remainder funded from Section 106, capital receipts and borrowing provisionally earmarked for the Teignbridge 100. Seventeen property purchases have now been completed at a cost of £4.666 million, with the final property in legal stages to complete in due course.

- In September 2024 an officer decision was taken in line with Commercial Property and Investment Board procedures to accept further funding from the Ministry of Housing, Communities and Local Government (MHCLG) to enable the delivery of :
 - 2 homes (general needs 2/3 bed houses for Resettlement purposes)
 - 1 home (4 bed house for Resettlement purposes)
 - 1 home (2 bed property for homelessness purposes)

The MHCLG grant is £645,000 and it was agreed that Teignbridge would supplement this with prudential borrowing estimated at £519,000. These additional homes will form part of the delivery of the Teignbridge 100.

- £6.795 million is provisionally budgeted towards a social and affordable housing scheme at the site of Sherborne House in Newton Abbot. Work is progressing on the feasibility stage of this project. The initial aim was to bring the scheme to planning application stage as reported to Executive on 12 September 2023. Planning consent was granted on 23 August 2024. A separate Executive report to this Committee outlines the next steps to tender and contract stage.
- The Teignbridge 100 housing scheme covers a range accommodation types. Schemes can move up and down the priorities pipeline depending on a number of factors, including planning constraints and affordability. Funding is assumed to be a combination of Homes England grant, capital receipts, section 106 for affordable housing and borrowing. Future developments are dependent on achieving viable business cases using the available funding

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

A provisional budget line of £0.03 million is included for periodic capital expense in relation to Teignbridge's social housing portfolio, for example replacement roofs, fabric improvements and replacement fixtures and fittings.

4.7 Leisure / Green spaces

- Leisure's fees and charges - at the end of September leisure income including leisure centre membership income was anticipated to be higher than the projected budget by £158,000.
- We currently have £8.8 million available in S106 receipts. Of this sum, £2.4 million has been allocated to projects, leaving a balance of £6.4 million. The

sums are over many services and parishes but the majority is for leisure including open spaces, sports provision and play facilities.

Capital

In February 2024, an Executive Member decision approved a £191,868 budget for the provision of Changing Places toilet facilities at Decoy, Dawlish Warren and Dawlish Lawn. This was funded from Changing Place Fund grant. All three schemes are now complete with a forecast final cost of £218,094. While this is an adverse variance against the original budget costings due to the site constraints, it is within the final grant figure of £219,000 which was allocated to the Council. The facilities provide larger accessible toilets for severely disabled people, with equipment such as hoists, privacy screens, adult-sized changing benches, peninsula toilets and space for carers.

4.8 Licensing

Licensing income looks to be on target to achieve the budget of £252,570.

4.9 Revenue & benefits plus customer services

Continued pressure due to new and ongoing schemes:

- Continued support to residents with the Household Support Fund 5, live for this financial year.
- Administration of the Homes for Ukraine refugee and host payments in conjunction with Housing.
- Additional work on supported accommodation data and Housing Benefit Award Accuracy (HBAA)

4.10 Spatial planning and delivery

We received the first payments of community infrastructure levy (CIL) in 2015/16. The money is analysed by town/parish and any payments due to them are made half-yearly. As at the end of September 2024, Teignbridge has recognised £34.0 million of usable CIL after payments due to parishes. £6.0 million was paid to town and parish councils by the end of 2023/24. £10.3 million has been spent on infrastructure. £0.61 million has been allocated towards administration costs since inception. As CIL may be paid in instalments, the actual cash balance after parish payments, parish payments due, expenditure and administrative costs is £14.6 million.

The latest capital programme forecasts expenditure of £22.9 million of CIL between 2024-25 and 2026-27. Projects include provisions for cycle paths, highway schemes such as the Dawlish Link Road and A382, education and

energy infrastructure and low carbon as laid out in the local plan. This is within the currently recognised amount.

- Teignbridge received £164,000 in 2021/22 of capacity funding to support the delivery of Newton Abbot as a garden town from the Garden Communities Programme and £160,000 Design Code Pathfinder funding. The Programme is to transform local communities focused on sustainability and supported by the right infrastructure. Unspent grants have been carried forward into 2023/24 for the continuation of specific projects.

Capital

- Both Dawlish Countryside Park and the first phase of Ridgetop Park have been handed over to the respected land charity, the Land Trust for management under agreements which will ensure that the public and environmental benefits of the sites will be safeguarded for the long term. £1.367 million is included in 2024/25 for the acquisition, instatement and endowment costs of the final phases of Ridgetop Park, funded from Housing Infrastructure Fund grant.
- In addition to the Garden Communities revenue funding of £164,000 noted above Teignbridge has also been awarded an infrastructure element of £250,000. £190,000 delivered the first phase of the Ogwell strategic cycle link (completed May 2024) as approved at Executive on 6 June 2023. A stretch of new route created alongside the tennis courts in Bakers Park will also open once the second phase, which is subject to funding, has been completed. Plans for the second phase of the work, subject to the funding being secured, will include extending the walking, wheeling and cycling route to Beverley Way, creating a new formal road crossing to link over Totnes Road into Bradley Road and creating a link into Ogwell via an off-road path into Buntings Close.
- A contribution of up to £175,000 towards improved community facilities at Highweek Scout Hut was approved at Executive on 10 July 2023. This is funded from S106 contributions, with the aim being to provide a multi-purpose and flexible community building, improving community access and modernising facilities. The funding was carried forward into 2024/25.
- The following CIL is budgeted for infrastructure projects in 2024/25 (provisional schemes will be brought back to committee for approval in due course):

Teign Estuary Trail	525,000.00
A382	1,000,000.00
Dawlish link road and bridge	1,300,000.00
Provisional: Other cycling	450,000.00
Provisional: Habitat Regulations infrastructure measures	513,000.00
Provisional: Education	4,000,000.00
Provisional: Transport Hubs and Public Transport	750,000.00
Provisional: Energy infrastructure and low carbon	2,000,000.00
Total	10,538,000.00

4.11 General revenue

- Council tax support costs have decreased and were just below £10.5 million at the end of September which is £723,433 below the original estimate of £11.19 million. Council tax support falls directly to Teignbridge including parishes (12.6% together), county, fire and police and is being monitored monthly.
- Our business rateable value (RV) has increased slightly from £95.4 million to £95.5 million. The number of assessed businesses has also been fairly constant since the start of the year reducing slightly to 5,584. These are the end of September 2024 figures as compared to the beginning of the current financial year. We will continue to monitor whether these numbers help us achieve the total budget of £6.4 million business rates retention income for the year taking into account bad debts, appeals and pooling gain.

4.12 General savings progress

- Salary vacancy savings at the end of September look to be in line with the required budget target of £425,000. There are no other material variances on other salary costs at the end of September. The 2024/25 pay award has not yet been agreed. There is an initial offer in relation to the pay award for 2024/25 of a flat rate £1,290 for all NJC pay points from 2 to 43 inclusive and 2.5% for pay points above SCP 43 which is now being consulted on with the relevant Unions and what action may be taken next. We had assumed in the budget for 2024/25 a 4% increase across all salaries. This offer works out to be slightly more than anticipated and creates a further budget pressure of £31,240.
- Utility costs for gas, electricity and water are anticipated to be underspent by £29,000 compared to existing budgets as at the end of September. We are not anticipating any further significant inflationary pressures within this financial year as the wholesale prices continue to be more stable.

- The Modern 25 work and review of service business plans will continue to identify savings that will be fed into the budget process.
- Construction cost inflation has been driven across the UK by numerous external Global factors including, inter alia: supply side issues for materials; a weaker pound; cost of energy, transport and the cost of labour. Whilst the increase have been smaller of late, the additional costs have hindered ability to construct business cases with positive returns.
- Increasing costs for capital projects combined with increasing borrowing costs will challenge returns on capital projects and will require continual monitoring.
- All capital schemes undergo rigorous business plan projections using experts internally/externally as required. Risk registers are formulated and associated mitigations to those risks identified to all aspects of a project particularly with Global and external factors being volatile in the current economic cycle such as inflation, borrowing, interest rates, income projections, rates of return, running costs, environmental factors, legal aspects, our prudential indicators etc. These are modelled and revisited periodically (on larger projects this will be in the form of monthly valuations) as new information is made available or as a project moves to the next milestone or stage to ensure the returns are made and the objectives of the project are delivered.

4.13 Future years

- Council tax has been closed down and balanced for 2023/24 and a surplus/deficit ultimately declared will be shared with county, fire and police in 2025/26.

The number of dwellings in Teignbridge on the valuation list is monitored monthly and the data feeds into the new homes bonus (NHB) calculation if NHB is retained next year and not replaced with an alternative form of funding. At the end of September there were 65,365 dwellings which is 498 more towards any potential NHB payment for 2025/26. We will need to wait until the next provisional settlement announcement to be clear on the overall budget impact of any potential loss of NHB and any replacement or perhaps further modification of the existing scheme for a further year.

- Business rates baseline funding was due to be reset in 2020/21. This has been delayed at each spending review and is now assumed to be introduced in 2026/27. It is still not clear whether this will take place however recent communications from Government have suggested consultation in Spring 2025 which might feed through some potential changes within a 3 year settlement for the years 2026/27, 2027/28 and 2028/29. We await further details from the new Government as to how they will address core funding streams for local government. When the reset takes place it is considered likely that we will lose the majority of the business rate growth retention income we have received in recent years as a result of this reset. These losses will be significant for future budget setting and financial planning. We

hold funds within the Funding reserve to help cushion the impact of any initial losses of income as a result of the baseline reset.

- The overall impacts of the Brexit outcomes between the UK and the EU has been difficult to determine and has then been overshadowed by the events from the Covid 19 pandemic. Therefore drawing any conclusions about its impact for local government is not possible. We will continue to monitor any information we receive in relation to this as part of our risk and financial management.

5. TREASURY MANAGEMENT - AUTHORISED LENDING LIST (Appendix 3) MID YEAR REVIEW (Appendix 4)

5.1 The authorised treasury management lending list was approved at the 2024 February budget meeting. Following the appointment of treasury management advisors in 2019, additional highly-rated institutions were added to the Council's official lending list. From 1 January 2019, the largest UK banks had to separate core retail banking from investment banking in order to support financial stability and make any potential failures easier to manage without the need for a government bailout. The banks addressed ring-fencing, each taking their own approach about which side of the bank is best suited for local authorities. In some cases, ring-fencing affected ratings. Officers continue to monitor all ratings to ensure they meet the Council's lending criteria.

5.2 The lending list has been updated for the latest ratings and is included at appendix 3. Clydesdale Bank PLC has moved from Tier 3 to Tier 2.

5.3 The **mid year review of treasury management** performance which is required to be noted by Council is attached at appendix 4. This shows average returns of 5.21% to the end of September - comparable to the benchmark average SONIA (Sterling Overnight Index Average) rate as published on the first of each month for April to September, of 5.12%. Interest earned to the end of September, including sums which fall into 2024/25 from lending arranged the previous financial year, is £985,389. It is slightly more than last year (£849,057 at the same point), mainly due to higher interest rates. The forecast for the year is £1,931,881 a slight decrease of £4,378 compared to £1,936,259 received in 2023/24. This forecast decrease is mainly due to slightly lower forecast average lending sums available for the year.

6. RISKS

The major risks in examining and projecting financial forecasts are predicting future trends and variances. This was heightened by the Covid 19 pandemic. This is mitigated through monthly monitoring and discussions with service managers. The most significant concerns are detailed in 4.13 above and mainly relate to future financial planning, only currently having a one year

settlement, predicted changes to business rates retention and the abolition of New Homes Bonus and what it may be replaced with and how our funding from these sources will change as a result. The long term impacts of leaving the European Union and the economic impacts are difficult to determine and any further impacts on business rates, council tax support, debt recovery etc. General reserves are maintained at a value higher than originally budgeted and earmarked reserves have been increased to help deal with future forecast funding changes and potential exposure to on going reductions in income. These risks may impact on the performance of treasury management and borrowing levels moving forward.

7. MAIN IMPLICATIONS

The main implications members need to be aware of are as follows:

7.1 Legal

Regular budget monitoring is required by the Council's Constitution and Financial Rules.

The Council is required to secure a balanced budget and also to provide certain services. Regular financial monitoring by the Executive helps ensure that the Council is able to meet these statutory obligations.

Monitoring and reporting of the treasury management results is required by the CIPFA Treasury Management Code.

7.2 Resources

The report notes an overall favourable variance of £1,019,860 identified this year to the end of September. Cash flow is forecast to be positive for the next twelve months. Revenue reserves are considered to be sufficient to sustain the council for the current financial year however **the February 2024 budget identified a budget deficit next year of £2.2 million and £4.2 million for 2026/27** currently being funded by earmarked reserves. Service reviews and Modern 25 are exploring further savings that can be made this year and in the future to protect significant use of earmarked funding reserves. Consideration will need to be made of any future developments regarding funding changes from business rates retention and changes to New Homes Bonus. Capital is funded over the medium term. As mentioned in 3.1 above work is ongoing to determine how we address the revenue budget gap in the medium to long term through Modern 25. A number of savings options are being considered and costed together with the current implementation of the new structure for the organization.

8. ENVIRONMENTAL/CLIMATE CHANGE IMPACT

The revenue budget supports the appointment of a climate change officer and associated budget. The capital programme identifies projects which have an impact on climate change denoted with a green leaf in appendix 2.

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

10.00 a.m. on 11 November 2024

Appendix 1

Description	Forecast 2024/25	Forecast 2025/26	Forecast 2026/27
UPDATED BUDGET 27.2.24	17,789,850	18,945,800	19,352,360
Major budget variations :			
Development management - income shortfall at end of September	120,850	120,850	120,850
- land charges income shortfall at end of September	24,000	24,000	24,000
Development management pre-planning application charging	-35,000	-35,000	-35,000
Planning appeal costs	0	0	0
Finance- net finance investment extra income projected at end of September	-652,260	-200,000	0
Minimum Revenue Provision Latest	-7,660	139,780	209,510
New burdens funding	0	0	0
Economy & assets - general rental income shortfall in income forecast at end of September	0	0	0
- car parking extra income at end of September	-153,000	-153,000	-153,000
- utilities savings forecast at end of September	0	0	0
New capital project savings/income	0	-117,020	-119,980
Additional repairs and maintenance costs	60,500	60,500	60,500
Licensing - extra income forecast at end of September	0	0	0
- markets shortfall in income forecast at end of September	23,750	23,750	23,750
Environmental - fuel decrease in costs	-140,000	-140,000	-140,000
- waste savings sharing forecast - decreased income	107,140	17,540	17,540
- leasing costs - new fleet	-12,970	0	0
- other income variations - recycling sales	-223,620	-223,620	-223,620
- other income - recycling credits	0	0	0
- cleansing costs - public conveniences	32,820	32,820	32,820
Environmental health - pest control charges	-8,650	-20,750	-20,750
Leisure - increase in memberships/swimming/general income - end of September	-158,000	-158,000	-158,000
Strata savings from 1 April 2024 compared to budget	0	0	0
Estimated salary vacancy savings/pressures	31,240	32,020	32,820
Utility cost savings	-29,000	-29,000	-29,000
Council tax surplus 2024/25 Teignbridge share for 2025/26	0	0	0
Use previous year extra reserves to reduce shortfall/increase surplus	0	0	0
ESTIMATED -SURPLUS/SHORTFALL	-1,019,860	-625,130	-357,560

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TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2024-25 to 2026-27

						53,314	59,294	17,339	7,528	
Code /bid no.	Asset/Service Area		Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
						BUDGET	BUDGET	BUDGET	BUDGET	
						2024-25	2024-25	2025-26	2026-27	
						£'000	£'000	£'000	£'000	
KL1	Broadband		Contribution to Superfast Broadband subject to procurement arrangements (RS) (2024/25) subject to satisfactory assurances of funds being spent within Teignbridge area.	No		250	250			6. Investing in prosperity
KY6	Climate Change		Forde House Decarbonisation and Flexible Working Arrangements (GG,CR,PB,RS)	No	√	-	-			10. Action on climate
Provision	Climate Change		Provision for Carbon Action Plan (PB)	Yes		439	-	81	439	10. Action on climate
KY2	Climate Change		Broadmeadow Sports Centre Decarbonisation Phase 2 and Refurbishment (GG, PB, S106, RS)	No	√	3,501	3,533			10. Action on climate
Provision	Climate Change		Energy infrastructure and low carbon (CIL)	Yes	√	-	2,000	2,000		10. Action on climate
KY7	Climate Change		Leisure Site Measures (S106)	No	√	50	162			10. Action on climate
KY4	Climate Change		Dawlish Leisure Centre Energy Efficiency Measures (GG;PB)	No			393			10. Action on climate
KY8	Climate Change		Newton Abbot Leisure Centre Energy Efficiency Measures (PB)	No			516			10. Action on climate
KY9	Climate Change		Teignmouth Lido Energy Efficiency Measures (PB)	No			57			10. Action on climate
KY1	Climate Change		UK Shared Prosperity Fund/Heart of the SW LEP including Green Business Grants (GG)	No	√	562	471			10. Action on climate
KR1	Coastal Monitoring		SW Regional Coastal Monitoring Programme. (GG,EC)	No	√	2,210	2,677	1,674	1,666	9. Strong communities
KR6	Coastal Monitoring		Coastal asset review (GG)	No		219	219			9. Strong communities
KG2	Cycle paths		Teign Estuary Trail (CIL)	No		525	525	475	-	7. Moving up a gear
Provision	Cycle paths		Provision for Cycling (CIL)	Yes		250	450	455	250	7. Moving up a gear

Appendix 2

Code /bid no.	Asset/Service Area		Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
						BUDGET	BUDGET	BUDGET	BUDGET	
						2024-25	2024-25	2025-26	2026-27	
						£'000	£'000	£'000	£'000	
Provision	Cycle paths		Dawlish/Teignmouth Cycle Schemes (CIL)	Yes		200				7. Moving up a gear
Provision	Cycle paths		Heart of Teignbridge Cycle Provision (CIL)	Yes						7. Moving up a gear
KG7	Cycle paths		Garden Communities: Ogwell Strategic Link (Revenue GG)	No			22			7. Moving up a gear
Provision	Heart of Teignbridge		Levelling up Cycling Routes (CIL)	Yes						7. Moving up a gear
KX7	Dawlish		Dawlish link road and bridge (GG)	No	√	1,300	2,814			7. Moving up a gear
KX7	Dawlish		Dawlish link road and bridge (CIL)	No						7. Moving up a gear
Provision	Dawlish Leisure Centre		Provision for Dawlish Leisure Centre Improvement Plan (S106; PB).	Yes				660	661	8. Out and about and active
Provision	Habitat Regulations		Provision for Habitat Regulations infrastructure measures (CIL)	Yes	√	88	513	88	88	4. Great places to live & work
Provision	Heart of Teignbridge: Employment		Provision for employment sites (PB)	Yes		2,000	2,000			6. Investing in prosperity
KL2	Heart of Teignbridge: Employment		Newton Abbot employment land feasibility (PB)	No	√		11			6. Investing in prosperity
KX8	Heart of Teignbridge		A382 Improvements (CIL)	No	√		1,000			7. Moving up a gear
KW1	Heart of Teignbridge		Highweek Scout Hut improvements (S106)	No	√		175			4. Great places to live & work
KW8	Heart of Teignbridge		Houghton Barton land (EC)	No	√		37			4. Great places to live & work
KW8	Heart of Teignbridge		Houghton Barton land (GG)	No		585	585			4. Great places to live & work
KW4	Heart of Teignbridge		Mineral Rights (S106)	No		85	85			4. Great places to live & work
JW/JV	Housing		Discretionary - Disrepair Loans & Grants (CR)	No		24	24	24	24	1. A roof over our heads
JW/JV/JD	Housing		Better Care-funded grants re: Housing loans and grants policy, including Disabled Facilities (GG)	No	√	1,400	2,016	1,400	1,400	1. A roof over our heads


Appendix 2

Code /bid no.	Asset/Service Area		Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
						BUDGET	BUDGET	BUDGET	BUDGET	
						2024-25 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	
JV7	Housing		Warm Homes Fund (Park Homes) (GG)	No	√		-			1. A roof over our heads
JV3	Housing		Warm Homes Fund (Category 1 Gas and Category 2 Air Source Heat Pumps) (GG)	No		13	13			1. A roof over our heads
JV2	Housing		Green Homes Fund (GG)	No			-			1. A roof over our heads
JY3	Housing		Teign Housing: Widecombe in the Moor (Revenue GG)	No			-			1. A roof over our heads
JX1 - JX4	Housing		Teignbridge 100: Social/Affordable Housing Chudleigh (S106, GG, PB)	No			-			1. A roof over our heads
JA/B	Housing		Local Authority Housing Fund: Refugee Accommodation (GG; CR; S106; PB)	No	√		886			1. A roof over our heads
JC	Housing		Local Authority Housing Fund: 2024/25 (GG; CR; S106; PB)	No			1,160			1. A roof over our heads
Provision	Housing		Teignbridge 100: Provision for Sherborne House (GG; CR; PB; S106)	Yes		6,795	6,795			1. A roof over our heads
JX5	Housing		Teignbridge 100: Social/Affordable housing - Sherborne House (PB)	No	√	-	188			1. A roof over our heads
JY9	Housing		Teignbridge 100: Social/Affordable housing (GG; CR; PB; S106) Dawlish 2 Rough Sleeper	No			-			1. A roof over our heads
Provision	Housing		Orchard Lane, Dawlish (GG)	Yes			-			1. A roof over our heads
Provision	Housing		Social Housing Capital Replacements (Roofs/Fabric improvements/Heating/Furniture, fixtures & fittings etc)	Yes		30	30	30	30	1. A roof over our heads
KV8	IT - Capital contribution		Ongoing contributions towards Strata (CR; RS)	No		41	41	41	41	Vital, Viable Council
KA3	IT - Capital contribution		End User Computing: Replacement laptops and staff (CR; RS)	No		36	36	68	68	Vital, Viable Council
KA4	IT - Capital contribution		Bookings (CR)	No		14	14			Vital, Viable Council
Provision	IT - Capital contribution		Web content management system (cost tbc)	Yes			-			Vital, Viable Council
KA5	IT - Capital contribution		Contact Centre telephony (CR)	No		14	14	73		Vital, Viable Council

Appendix 2

Code /bid no.	Asset/Service Area	Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
					BUDGET	BUDGET	BUDGET	BUDGET	
					2024-25	2024-25	2025-26	2026-27	
					£'000	£'000	£'000	£'000	
KA6	IT - Capital contribution	Core telephony (CR)	No		14	14			Vital, Viable Council
KA1	IT - Capital contribution	Sharepoint resource (CR)	No		16	16			Vital, Viable Council
KA2	IT - Capital contribution	iTrent Paid Time and Rostering (RS)	No			20			Vital, Viable Council
KA7	IT - Capital contribution	Chatbot (CR)	No		14	14			Vital, Viable Council
KA8	IT - Capital contribution	Car parks system (PB)	No		132	132			3. Going to town
KU1	IT - Capital contribution	SAN replacement (CR)	No	√		58			Vital, Viable Council
KU2	IT - Capital contribution	Data Centre Relocation (CR)	No			-	27		Vital, Viable Council
KU3	IT - Capital contribution	NCSC Zero Trust (CR)	No	√		25			Vital, Viable Council
KU4	IT - Capital contribution	System upgrade costs - 2012 server replacement (CR)	No			-			Vital, Viable Council
KU5	IT - Capital contribution	Office 365 (CR)	No	√		27			Vital, Viable Council
KV9	IT - Finance	Provision for Finance Convergence (CR; PB)	No	√	62	173	12		Vital, Viable Council
Provision	IT - Property and Assets	SaM improvements (CR)	Yes		25	25			Vital, Viable Council
KU8	IT - communications	PSTN migrations (CR)	No		15	15			Vital, Viable Council
KU9	IT - Corporate	Anticipated Software Upgrade Costs 2023-2025 (CR)	No		11	11			Vital, Viable Council
KV5	IT - Corporate	Microsoft Power Apps (CR)	No	√		27			Vital, Viable Council
KV2	IT - Revenue & Benefits	Civica Open Revenues License (RS; CR)	No			-			Vital, Viable Council
Provision	IT - Revenue & Benefits	New Housing Benefit System (RS;PB)	Yes					500	Vital, Viable Council

Appendix 2

Code /bid no.	Asset/Service Area	Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
					BUDGET	BUDGET	BUDGET	BUDGET	
					2024-25	2024-25	2025-26	2026-27	
					£'000	£'000	£'000	£'000	
KU6	IT - Housing	Homelessness System Replacement (CR; Revenue GG)	No	✓		110			1. A roof over our heads
KU7	IT - Waste Management	Bartec separate databases (CR)	No	✓		10			2. Clean scene
KG4	Newton Abbot	3G artificial playing pitch, Coach Road, Newton Abbot (S106; RS)	No			-			8. Out and about and active
KF5	Newton Abbot Leisure Centre	Leisure Centre Gym Equipment (S106; RS)	No		40	40	40	40	8. Out and about and active
KF6	Newton Abbot Leisure Centre	Flume Refurbishment (S106)	No			-			8. Out and about and active
KM2	Newton Abbot Multi Storey Car Park	Lift Modernisation Work (RS)	No		80	110			3. Going to town
KL8	Newton Abbot Town Centre Regeneration	Newton Abbot Town Centre Improvements (GG)	No	✓		400			3. Going to town
KX1	Newton Abbot Town Centre Regeneration	Halcyon Rd (PB)	No		6,375	-			3. Going to town
Provision	Newton Abbot Town Centre Regeneration	Cattle Market Enabling Works (PB)	Yes		200	-			3. Going to town
KL7	Newton Abbot Town Centre Regeneration	Bradley Lane Enabling Works (PB)	No	✓		32			3. Going to town
KO3	Newton Abbot Town Centre	Future High Street Fund project: Market Improvements (GG, PB)	No	✓	4,413	4,585	2,373		3. Going to town
KO2	Newton Abbot Town Centre	 Future High Street Fund project: Gateway to the Town Centre and Queen Street (GG, CIL)	No	✓		100			3. Going to town
KO5 (subject to MHCLG approval)	Newton Abbot Town Centre	Future High Street Fund project: Bradley Lane site clearance (GG) - provisional, as awaiting project change approval from MHCLG as at 16.08.24.	No			2,353			3. Going to town
KO4	Newton Abbot Town Centre	Future High Street Fund project: Cinema development (GG, PB)	No			-	-		3. Going to town
KW5	Open Spaces	Cirl bunting land (S106)	No		277	277			4. Great places to live & work
KB3	Open Spaces	Stover Park improvements (S106)	No		20	20			4. Great places to live & work

Appendix 2

Code /bid no.	Asset/Service Area		Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
						BUDGET	BUDGET	BUDGET	BUDGET	
						2024-25	2024-25	2025-26	2026-27	
						£'000	£'000	£'000	£'000	
KG9	Open Spaces: Active		Provision for Tennis Court Improvements (GG; S106; CR)	No	√		17			8. Out and about and active
KG9	Open Spaces: Active		Forde Park Path (S106)	No			-			8. Out and about and active
KB2	Open Spaces		Replacement Gator (GG)	No			-			4. Great places to live & work
Provision	Play area equipment/refurb		Provision for Powderham Newton Abbot play space equipment and wider park improvements (S106)	Yes		100	100			8. Out and about and active
KJ5	Play area equipment/refurb		Ashburton Rd, Newton Abbot play area (S106, EC)	No			-			8. Out and about and active
KJ6	Play area equipment/refurb		Furlong Close, Buckfastleigh (RS, CR)	No			-			8. Out and about and active
Provision	Play area equipment/refurb		Prince Rupert Way, Heathfield (S106)	Yes		40	40			8. Out and about and active
KJ2	Play area equipment/refurb		Mill Marsh Park, Bovey Tracey play improvements (S106)	No			-			8. Out and about and active
Provision	Play area equipment/refurb		Provision for Teignbridge-funded play area refurb/equipment (CR)	Yes		80	80			8. Out and about and active
KS9	Public Conveniences		Changing Places (GG)	No			184			8. Out and about and active
KL3	Rural areas		Rural England Prosperity Fund (GG)	No	√		163			6. Investing in prosperity
KB1	SANGS/Open Spaces		Ridgetop Countryside Park (South West Exeter SANGS) (GG)	No		1,367	1,367			4. Great places to live & work
Provision	SANGS/Open Spaces		New Countryside Parks (CIL)	Yes				3,000		4. Great places to live & work
Provision	South West Exeter		Provision for South West Exeter Transport (CIL)	Yes						7. Moving up a gear
Provision	South West Exeter		Provision for South West Exeter Bus Services (CIL)	Yes				-		7. Moving up a gear
Provision	South West Exeter		South-West Exeter Transport improvements (CIL)	Yes						7. Moving up a gear
Provision	Teignbridge		Provision for Education (CIL)	Yes		4,000	4,000	4,050	2,000	4. Great places to live & work

Appendix 2

Code /bid no.	Asset/Service Area		Description	Provision?	C/ff ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
						BUDGET	BUDGET	BUDGET	BUDGET	
						2024-25	2024-25	2025-26	2026-27	
						£'000	£'000	£'000	£'000	
KX5	Teignmouth Town Centre		George Street Car Park (S106; PB)	No	✓	435	470			3. Going to town
KR2	Teignmouth		Beach Management Plan (GG)	No	✓		25			9. Strong communities
Provision	Teignmouth		Storage containers (RS)	Yes		14				9. Strong communities
Provision	Transport		Transport Hubs and Public Transport (CIL)	Yes		750	750			7. Moving up a gear
Provision	Waste Management		Provision for Bulking Station - replace telehandlers (CR)	Yes					110	2. Clean scene
KS3	Waste Management		Sortline Baler (PB)	No	✓		119			2. Clean scene
Provision	Waste Management		Provision for Bulking Station - replace Sortline (RS)	Yes				250		2. Clean scene
Provision	Waste Management		Provision for replacement card baler (2028) (CR)	Yes						2. Clean scene
Provision	Waste Management		Provision for Simpler Recycling Statutory Requirements (PB)	Yes				350	35	2. Clean scene
KS1	Waste Management		Provision for Waste vehicles (Technically PB under new IFRS 16 accounting rules - in practice, funded from	No		13,274	12,757			2. Clean scene
KS2	Waste Management		Fleet Decarbonisation Infrastructure (PB, RS)	No		769	756			2. Clean scene
Provision	Waste Management		Provision for improvements to waste management infrastructure (workshop, offices, storage, welfare)	Yes						2. Clean scene
Provision	Waste Management		Provision for waste fleet IC100 units (CR) 2028-31	Yes						2. Clean scene
KS0	Waste Management		Purchase of Wheeled Bins (CR;RS)	No		160	160	168	176	2. Clean scene
						53,314	59,294	17,339	7,528	

Code /bid no.	Asset/Service Area	Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
					BUDGET	BUDGET	BUDGET	BUDGET	
					2024-25	2024-25	2025-26	2026-27	
					£'000	£'000	£'000	£'000	
		FUNDING GENERAL							
		Capital Receipts Unapplied - Brought forward			(582)	(897)	(325)	(144)	
		Capital Receipts - Anticipated			(1,100)	5	-	-	
		Capital Receipts Unapplied - Carried forward			671	325	144	34	
		Revenue Contributions Reserve - Brought forward			(1,033)	(1,224)	(65)	(179)	
		Budgeted Revenue Contribution			(500)	(500)	(500)	(500)	
		Additional specific revenue contributions from departmental budgets and revenue grants.			(225)	(276)	(145)	-	
		Revenue contribution: movement in reserves							
		Revenue Contributions Reserve - revenue support/provisions.			133	260	42	-	
		Balance of Revenue Contributions Reserve - carried forward			6	65	179	(2)	
		Government & Agency Grants S106			(9,667)	(15,244)	(1,674)	(1,666)	
		Other External Contributions			(791)	(1,151)	(40)	(206)	
		Community Infrastructure Levy			-	(5)	-	-	
		Prudential borrowing			(7,113)	(10,538)	(10,068)	(2,337)	
					(24,880)	(19,032)	(3,463)	(1,104)	
		HOUSING							
		Capital Receipts Unapplied - Brought forward			(3,435)	(3,614)	(3,610)	(3,606)	
		Capital Receipts - Anticipated			(20)	(20)	(20)	(20)	
		Capital Receipts - Right to Buy			-	-	-	-	
		Revenue contributions							
		Better Care Funding and other government grants.			(3,646)	(5,386)	(1,400)	(1,400)	
		S106			(368)	(293)	-	-	
		Other External Contributions			-	-	-	-	
		Internal or Prudential Borrowing			(1,785)	(5,379)	-	-	
		Capital Receipts Unapplied - Carried forward			1,021	3,610	3,606	3,602	
		TOTAL FUNDING			(53,314)	(59,294)	(17,339)	(7,528)	

Programme Funding

All Revenue contributions	(1,619)	(1,675)	(489)	(680)
Capital Receipts	(3,445)	(591)	(205)	(134)
Section 106	(1,159)	(1,444)	(40)	(206)
Other External Contribution	-	(5)	-	-
Grant	(13,313)	(20,630)	(3,074)	(3,067)
Community Infrastructure	(7,113)	(10,538)	(10,068)	(2,337)
Prudential borrowing	(26,665)	(24,411)	(3,463)	(1,104)
Total	(53,314)	(59,294)	(17,339)	(7,528)
Balance of capital receipts		(3,939)	(3,750)	(3,636)

Key:

EC External Contributions
S106 S106 - Section 106 developer contribution

Code /bid no.	Asset/Service Area	Description	Provision?	C/f ?	ORIGINAL	LATEST	LATEST	LATEST	Council Strategy
					BUDGET	BUDGET	BUDGET	BUDGET	
					2024-25	2024-25	2025-26	2026-27	
					£'000	£'000	£'000	£'000	

CIL Community Infrastructure Levy
GG Government Grant
CR Capital Receipts
RS Revenue Savings
PB Prudential Borrowing
C Project complete. Where this relates to payment of a contribution, indicates contribution has been paid.

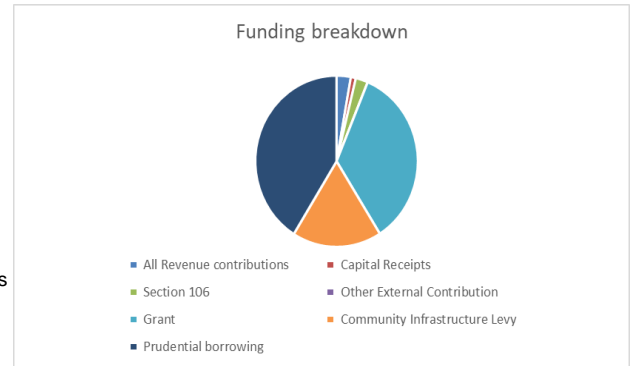


Climate Change project

√

Budget carried forward from previous years

Denotes a change in the programme



Bold

1. A roof over our heads			8,262	11,222	1,454	1,454
2. Clean scene			14,203	13,802	768	321
3. Going to town			11,635	8,182	2,373	-
4. Great places to live & work			6,422	7,059	7,138	2,088
5. Health at the heart			-	-	-	-
6. Investing in prosperity			2,250	2,424	-	-
7. Moving up a gear			3,025	5,561	930	250
8. Out and about and active			260	461	700	701
9. Strong communities			2,443	2,921	1,674	1,666
10. Action on climate			4,552	7,132	2,081	439
Vital, Viable Council			262	530	221	609
Totals			53,314	59,294	17,339	7,528



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**TEIGNBRIDGE DISTRICT COUNCIL TREASURY MANAGEMENT:
AUTHORISED LENDING LIST FROM 04 NOVEMBER 2024**

The current authorised lending list has been updated to take account of changes in ratings and banks and is shown below for approval. The list applies both to investments made direct with counterparties and those placed via agency or custody arrangements with third parties such as treasury advisors or financial management companies. The use of such arrangements provides access to a wider range of counterparties (all of which must be included on the list below and assessed on the same security criteria).

Specified Investments

Type of Lender	Details	
1. Current Banker	Lloyds Bank	£3,000,000 limit
2. Local Authorities	All	No limit
3. UK Debt Management Office Deposit Facility (UK government AA-/Aa3/AA rated) no limit.		
4. UK Treasury Bills (UK government AA-/Aa3/AA rated) no limit.		
5. Top UK-registered Banks and Building Societies, subject to satisfactory ratings. Updated below to reflect information provided by treasury advisors.		

Institution	Tier	90 day limit	180 day limit	364 day limit	Overall limit
		£	£	£	£
Handelsbanken plc	1	3,000,000	2,000,000	1,000,000	3,000,000
HSBC Bank plc	1	3,000,000	2,000,000	1,000,000	3,000,000
Lloyds Bank plc and Bank of Scotland plc	1	3,000,000	2,000,000	1,000,000	3,000,000
Nationwide Building Society	1	3,000,000	2,000,000	1,000,000	3,000,000
NatWest Bank	1	3,000,000	2,000,000	1,000,000	3,000,000
Royal Bank of Scotland	1	3,000,000	2,000,000	1,000,000	3,000,000
Santander UK plc	1	3,000,000	2,000,000	1,000,000	3,000,000
Close Brothers Ltd	2	2,000,000	1,000,000		2,000,000
Coventry Building Society	2	2,000,000	1,000,000		2,000,000
Skipton Building Society	2	2,000,000	1,000,000		2,000,000
Standard Chartered Bank	2	2,000,000	1,000,000		2,000,000
Sumitomo Mitsui Banking Corporation Europe Ltd	2	2,000,000	1,000,000		2,000,000
Yorkshire Building Society	2	2,000,000	1,000,000		2,000,000
Clydesdale Bank	2	2,000,000	1,000,000		2,000,000
Goldman Sachs International Bank	3	1,000,000			1,000,000
Leeds Building Society	3	1,000,000			1,000,000
Principality Building Society	3	1,000,000			1,000,000

**TEIGNBRIDGE DISTRICT COUNCIL TREASURY MANAGEMENT:
AUTHORISED LENDING LIST FROM 04 NOVEMBER 2024**

6. Money market funds, subject to maintenance of AAAMf rating.		
CCLA Public Sector Deposit Fund	AAAMmf	£3,000,000 limit
Abrdn Liquidity Fund	AAAMmf	£3,000,000 limit
Blackrock Liquidity Fund	AAAMmf	£3,000,000 limit
LGIM Liquidity Fund	AAAMmf	£3,000,000 limit
Morgan Stanley Liquidity Fund	AAAMmf	£3,000,000 limit
7. Non-specified: CCLA Property and Diversified Income Funds - £2,000,000 limit		

Bank regulations force banks to maintain “capital buffers”, classifying their deposits according to duration. Instant access accounts and short deposits are not attractive to banks as they cannot be counted towards those buffers. For this reason, interest rates on most “call” accounts remain low.

Other Non-specified investments

These will be considered on a case-by case basis, using the decision-making framework laid out in the Commercial Strategy and the requirements of the Prudential Code and Statutory Guidance on Investments and Minimum Revenue Provision.

Investments which may be considered include

Renewable energy/social impact investments

On-lending to key partners/stakeholders in relation to jointly beneficial projects

Lending in instances where doing so would protect the local economy

Teignbridge District Council Treasury Management Mid-Year Review 2024-25

Teignbridge District Council has adopted CIPFA's *Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes 2021 Edition*. One of the requirements is the provision of a mid-year review of treasury management activities.

Activities Undertaken: Daily lending and borrowing from 1 April to 30 September 2024:

Fixed lending - * denotes investment placed in 2023-24 with end date in 2024-25

	Borrower	Rate (%)	Amount	Start date	End date	Days lent April to September	Interest (£)
*	Nationwide	4.63	1,000,000	15/05/2023	13/05/2024	42	5,327.67
*	Lloyds	5.3	1,000,000	22/09/2023	20/09/2024	172	24,975.34
*	Blackpool Council	5.55	3,000,000	15/01/2024	19/04/2024	18	8,210.96
*	West Berkshire Council	5.63	1,000,000	15/01/2024	17/06/2024	77	11,876.99
*	DMO	5.18	3,000,000	15/01/2024	19/04/2024	18	7,663.56
*	Santander	5.3	1,000,000	16/01/2024	15/01/2025	183	26,572.60
*	DMO	5.18	3,000,000	01/02/2024	19/04/2024	18	7,663.56
*	DMO	5.18	1,000,000	09/02/2024	19/04/2024	18	2,554.52
*	DMO	5.19	500,000	15/02/2024	08/04/2024	7	497.67
*	DMO	5.19	1,500,000	15/02/2024	22/04/2024	21	4,479.04
*	DMO	5.19	1,000,000	15/02/2024	23/04/2024	22	3,128.22
*	DMO	5.19	1,500,000	15/02/2024	26/04/2024	25	5,332.19
*	DMO	5.19	1,000,000	01/03/2024	19/04/2024	18	2,559.45
*	DMO	5.19	2,500,000	01/03/2024	26/04/2024	25	8,886.99
*	DMO	5.19	1,000,000	05/03/2024	30/04/2024	29	4,123.56
*	DMO	5.185	500,000	21/03/2024	30/04/2024	29	2,059.79
*	DMO	5.185	500,000	25/03/2024	30/04/2024	29	2,059.79
*	Lloyds	5.29	500,000	27/03/2024	30/04/2024	29	2,101.51
	DMO	5.175	5,000,000	02/04/2024	28/05/2024	56	39,698.63
	DMO	5.19	1,000,000	04/04/2024	05/04/2024	1	142.19
	DMO	5.19	1,000,000	15/04/2024	03/05/2024	18	2,559.45
	DMO	5.19	4,000,000	15/04/2024	20/05/2024	35	19,906.85
	DMO	5.19	1,500,000	15/04/2024	23/05/2024	38	8,104.93
	DMO	5.19	1,000,000	16/04/2024	17/04/2024	1	142.19
	DMO	5.19	1,000,000	17/04/2024	19/04/2024	2	284.38
	DMO	5.195	1,000,000	19/04/2024	28/05/2024	39	5,550.82
	DMO	5.19	1,000,000	25/04/2024	28/05/2024	33	4,692.33
	DMO	5.19	1,000,000	30/04/2024	28/05/2024	28	3,981.37
	DMO	5.195	2,500,000	01/05/2024	28/05/2024	27	9,607.19
	DMO	5.2	2,500,000	01/05/2024	19/06/2024	49	17,452.05
	DMO	5.19	2,000,000	03/05/2024	03/07/2024	61	17,347.40

Appendix 4

Borrower	Rate (%)	Amount	Start date	End date	Days lent April to September	Interest (£)
DMO	5.185	1,000,000	07/05/2024	21/06/2024	45	6,392.47
DMO	5.165	1,000,000	08/05/2024	22/07/2024	75	10,613.01
DMO	5.175	1,000,000	13/05/2024	03/07/2024	51	7,230.82
DMO	5.19	3,000,000	15/05/2024	16/05/2024	1	426.58
DMO	5.19	3,000,000	15/05/2024	03/06/2024	19	8,104.93
DMO	5.175	2,000,000	15/05/2024	03/07/2024	49	13,894.52
DMO	5.18	3,000,000	16/05/2024	03/07/2024	48	20,436.16
Cheshire East Council	5.15	3,000,000	03/06/2024	17/03/2025	120	50,794.52
Aberdeen City Council	5.15	3,000,000	17/06/2024	17/03/2025	106	44,868.49
Blackpool Council	5.25	3,000,000	17/06/2024	18/10/2024	106	45,739.73
DMO	5.18	1,000,000	20/05/2024	03/07/2024	44	6,244.38
DMO	5.2	1,500,000	30/05/2024	03/07/2024	34	7,265.75
DMO	5.205	1,000,000	31/05/2024	23/07/2024	53	7,557.95
DMO	5.2	1,000,000	03/06/2024	22/07/2024	49	6,980.82
DMO	5.21	4,000,000	03/06/2024	08/08/2024	66	37,683.29
DMO	5.19	1,000,000	04/06/2024	03/07/2024	29	4,123.56
DMO	5.19	1,000,000	20/06/2024	08/08/2024	49	6,967.40
DMO	5.19	1,000,000	28/06/2024	01/07/2024	3	426.58
DMO	5.185	5,500,000	01/07/2024	08/08/2024	38	29,689.45
DMO	5.03	1,000,000	05/07/2024	03/01/2025	88	12,127.12
DMO	5.15	1,000,000	10/07/2024	12/08/2024	33	4,656.16
DMO	5.03	1,000,000	11/07/2024	03/01/2025	82	11,300.27
DMO	5.12	7,000,000	15/07/2024	13/09/2024	60	58,915.07
DMO	5.14	1,000,000	23/07/2024	19/08/2024	27	3,802.19
DMO	5.07	1,000,000	30/07/2024	19/08/2024	20	2,778.08
DMO	5.03	2,000,000	01/08/2024	23/08/2024	22	6,063.56
DMO	4.945	3,000,000	01/08/2024	13/09/2024	43	17,476.85
DMO	4.92	1,000,000	05/08/2024	13/09/2024	39	5,256.99
DMO	4.76	8,000,000	15/08/2024	07/02/2025	47	49,034.52
DMO	4.94	1,000,000	23/08/2024	09/09/2024	17	2,300.82
DMO	4.93	1,000,000	28/08/2024	19/09/2024	22	2,971.51
DMO	4.94	1,000,000	02/09/2024	19/09/2024	17	2,300.82
DMO	4.94	1,000,000	02/09/2024	23/09/2024	21	2,842.19
DMO	4.935	2,000,000	02/09/2024	27/09/2024	25	6,760.27
DMO	4.93	1,000,000	02/09/2024	07/10/2024	29	3,916.99
DMO	4.925	1,000,000	02/09/2024	18/10/2024	29	3,913.01
DMO	4.93	500,000	13/09/2024	27/09/2024	14	945.48
DMO	4.9	1,000,000	16/09/2024	23/09/2024	7	939.73
DMO	4.89	4,500,000	16/09/2024	18/10/2024	15	9,043.15
London Borough of Waltham Forest	4.85	3,000,000	16/09/2024	16/05/2025	15	5,979.45
Blackpool Council	4.9	3,000,000	18/10/2024	19/05/2025	0	-
DMO	4.89	1,000,000	17/09/2024	18/10/2024	14	1,875.62
Lloyds	4.95	1,000,000	20/09/2024	18/10/2024	11	1,491.78

Sub-total fixed lending

£791,675.27

Appendix 4

Deposits were also made into the following call accounts and money market funds, dependent upon cash flow:

Bank	Account terms	Interest Earned £
Santander UK plc	3.31%	829.77
Public Sector Deposit Fund	4.94% - 5.26%	77,318.83
Aberdeen Sterling Liquidity Fund	4.981% - 5.272%	86,904.20
Lloyds plc Deposit and current account	0.01%	3.61
Lloyds Call account	4.88% - 5.14%	28,657.39
Sub-total call accounts and money market funds		£193,713.80
Grand total all lending		£985,389.07

Temporary Borrowing 1 April to 30 September 2024:

Lender	Terms %	Amount lent £	Dates	Days lent in year	Interest paid in year £
Lloyds Bank	Base + 1%	Variable	Overdraft agreement	1	0.45

Teignbridge District Council Interim Performance Report for the Period 1 April to 30 September 2024

	Apr-Sep 2023-24	Apr-Sep 2024-25
(i) Short Term Funds Invested		
Interest received and receivable for the period	£849,057	£985,389
Maximum period of investment on any one loan made in the period	364 days	287 days
Days in table of fixed lending are those which fall into 2023-24 – actual loan lengths may be longer.		
“Fixed” investment rates in period.	4.050%- 5.335%	4.76% - 5.25%
(ii) Short Term Funds Borrowed		
Interest paid and payable for the period	£0	£0
Number of new “fixed” loans borrowed in the period	0	0
Maximum period of borrowing on any one “fixed” loan borrowed in the period.	0	0
“Fixed” borrowing rates.	n/a	n/a
(iii) Average Net Interest Rate Earned	4.52%	5.21%
(iv) Average Short Term Net Lending	£37,463,048	£37,700,861

Appendix 4

Monthly reports are prepared for the Chief Finance Officer which forecast interest payable and receivable for the year. The Chief Finance Officer presents a monthly report to CMT and updates the Executive Committee on a quarterly basis. These reports include any policy updates, such as changes to the official lending list, based on the latest ratings information. Full council receives an annual review and strategy statement and a mid-year review.

The interest forecast predicts total net interest receivable for the year of £1,931,881. This compares to £1,936,259 received in 2023-24. This forecast decrease is mainly due to lower forecast average lending sums available for the year offset by slightly higher average lending rate.

Between April and September 2024, the Bank of England's base rate decreased once, from 5.25% at the start of the year to 5.00% in August, where it has remained since. Base rate during the same period in 2023 ranged from 4.25% to 5.25%. During the first half of the year, there has been a small increase in the funds available for lending out (average daily lending is £37.7 million in 2024-25 compared to £37.5 million at the same stage in 2023-24). The average net interest rate achieved is 5.21% up to the end of September 2024, compared to 4.52% at the same point in 2023. The average SONIA (Sterling Overnight Index Average) rate as published on the first of each month for April to September is 5.116%, so this is in line with benchmark expectations. It is forecast that Teignbridge's average rate for the year will be 4.97%.

Treasury Management Indicators

These are part of the Prudential Indicators, as agreed at Full Council on 27 February 2024. They are available on request or on the Teignbridge website agenda for that meeting.

**Teignbridge District Council
Executive
4th November 2024
Part i**

Teignbridge District Council Housing Development

Purpose of Report

To seek approval to fund the next phase of the development at Sherborne House Car Park, Newton Abbot and to provide Members with an update on progress of the delivery of the Teignbridge 100 housing development programme.

Recommendation

That the Executive resolve to -

- 1 Allocate a capital budget of £142,455 to progress the site at Sherborne House, Car Park, Newton Abbot to a stage where the proposed development can be put out to tender to locate a suitable development partner to deliver 23 truly affordable council homes.

Financial Implications

The most significant financial risk is the commitment of £142,455 to work up the next phase of the development and the scheme not being viable and costs would have to be written off to the revenue budget and thus creating a revenue budget pressure.

The Risk Assessment is contained as Appendix A

Martin Flitcroft
Chief Finance Officer and Director of Corporate Resources
Email: martin.flitcroft@teignbridge.gov.uk

Legal Implications

Following the granting of Planning Permission, the site currently has a different land designation and will require appropriation either under the Local Government Act 1972 or Town and Country Planning Act 1990. This will form the subject of a future report to the Executive Committee.

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

Risk Assessment

The Risk Assessment is contained as Appendix A

The most significant risks are the potential revenue budget pressure and staffing capacity across Housing, Finance, Estates, Legal and Assets to drive the Teignbridge 100 programme forward.

Graham Davey, Housing Enabling and Development Manager
Email: graham.davey@teignbridge.gov.uk

Environmental/ Climate Change Implications

These implications are taken into consideration with this development to ensure compliance with the Council's Carbon Reduction Plan. This development is intended to be constructed to a very high environmental standard, known as Passivhaus to ensure minimal energy use and minimal energy bills for the end user. The scheme due to its town centre location has the ability to be a car free scheme.

Report Author

Graham Davey, Housing Enabling and Development Manager
Email: graham.davey@teignbridge.gov.uk

Executive Member

Councillor Richard Buscombe, Portfolio Holder for the Teignbridge 100.

1. Background.

1.1 On 5th July 2021 the Executive resolved that the Teignbridge 100 housing development project be progressed to increase the delivery of social and affordable housing across Teignbridge to meet the evidenced need of the district, including within the Dartmoor National Park. On 3rd May 2022 Members were advised that the commencement of the Teignbridge 100 housing development pipeline has produced our first new Council Homes for many years.

1.2 Teignbridge now has a portfolio of 67 properties ranging across general needs housing, temporary accommodation, former rough sleeper accommodation, refugee homes and a gypsy and traveller site. The Commercial Property Investment Board in August 2024 approved adding funds of £519,000 to support a successful Local Authority Housing Fund bid of £645,000 to secure a further four properties for refugees and temporary accommodation purposes in Teignbridge.

1.3. To compliment the programme, the Executive approved on 4th October 2022 the Council entering into agreement with Teign Housing for the disposal of land owned by the Council at £10,000 per plot to deliver a second phase of a rural exception site in Christow to deliver 8 rural social rented homes. The proposed development has received positive pre application advice from the Dartmoor National Park Authority and the submission of a planning application is expected shortly.

1.4 Council land is also facilitating three affordable custom build homes at Howton Field, Newton Abbot which have planning consent and marketing has secured 3 potential purchasers of these innovative self-finish 3 bedroomed watertight shells for the custom builder to complete internally.

1.5 When the existing 67 properties are complemented with the Howton Field (3) and Christow (8) schemes the Sherborne House development will lift the Council enabled stock to over one hundred.

1.6 Members do however need to be aware that despite two Officer led on line training events in May 2024, take up from Town and Parish Councils in respect of engaging with the Rural 5 initiative has been slow.

1.7 Equally, further housing development beyond the schemes listed above is dependent on achieving viable business cases using the available funding. Due to technical requirements from funders such as Homes England, it is not always possible to use capital receipts in conjunction with grant. Funding profiles will need to be considered on a case by case basis.

2. Next Phase.

2.1 In the meantime, the next phase of the pipeline is to progress the site at Sherborne House Car Park, Newton Abbot. On 29th November 2022, Full Council approved a budget of £260,000 to progress the site to a submitted planning application. This was achieved on 17th November 2023 and planning consent was granted by Planning Committee on 23rd August 2024.

2.2 During the intervening period several discussions have taken place with Homes England with regards to grant funding to make the scheme viable. Homes England are supportive of the scheme for the reasons mentioned below and welcome a funding bid from the Council when the scheme has been tendered and exact costs are known. Indications are that Homes England will grant fund in the region of 40% of the total scheme costs. There is a provisional budget of £6.8 million in the Council's capital programme for the delivery stage of the project. This will return to Full Council for approval once costs and funding are more firmly established.

2.3 Reasons for Homes England support –

- Brownfield site.
- Social rent.
- Sustainable location.
- Good access to public facilities and public transport,
- Low Carbon development.
- Includes adapted homes with electric car charging spaces.
- Offers a downsizer initiative to free up existing social housing.

2.4 During this period and prior to planning consent being secured, a bid for Brownfield Land Release Funding, (held up by the general election), was made which was sadly unsuccessful. Officers are seeking feedback on the bid and information is awaited

whether a further funding round will be available. If so the bid can be updated and resubmitted. An update will be provided to Executive if available.

2.5 The next stage of the project is to carry out further works to enable the Council to arrange the procurement of a contractor. These costs total £251,500 excluding VAT and are detailed in **Appendix B**. The costs cover all expenditure to be incurred, including contingency to get from planning stage to tender / building contract stage. These costs also include all Employers Agent and Principal Designed fee up until Practical Completion. These fees are up to date as compiled on 4th October by Kirkham Board who are the Project and Cost Management, Building, Quantity Surveyors and Designers working for the Council on this project.

2.6 Members will be pleased to note that the costs so far have an underspend of £109,045 in relation to the original budget of £260,000 approved by Full Council on 29th November 2022, this has been deducted from the indicative budget in Appendix A to leave £142,455 expenditure requiring Executive approval.

- Original budget for First Phase £260,000
- Expenditure to date £150,955
- Residue funds £109,045

- Budget for Phase Two £251,500
- Less residue of funds for First Phase £109,045

- Budget requirement to procure a contractor £142,455

2.7 The current net cost projections, (assuming Homes England grant and hopefully Brownfield Land Release Funding) for the whole project are within the current capital budget. £500k for the provision of a further unit of temporary accommodation to complement Albany House, Newton Abbot and Luscombe Terrace, Dawlish and 3 further refugee properties is included within the Local Authority Housing Fund (2) below.

3. Capital Funding available and or attributed to the Teignbridge 100 Programme

Source	Value	Comments
Budgeted for Sherborne House		
Section 106 offsite affordable housing contributions	£0.3m	As per current provisional TDC100 budget
Assumed Homes England Grant	£2.4m	As per current provisional TDC100 budget. Estimate for 23 units
Borrowing	£4.1m	As per current provisional TDC100 budget
Other sums available		
Section 106 offsite affordable housing contributions	£0.4m	Based on latest forecast information – not yet included in provisional TDC100 budget.

Housing capital receipts	£3.5m	Not yet budgeted due to grant provider funding restrictions.
Other sums allocated		
MHCLG grant	£0.3m	Local Authority Housing Fund (1)
Borrowing	£0.6M	Local Authority Housing Fund (1)
MHCLG grant	£0.6m	Local Authority Housing Fund (2)
Borrowing	£0.5m	Local Authority Housing Fund (2)
Total	£12.7m	

Revenue Funding available and or attributed to the Teignbridge 100 Programme

Revenue funding available	
Amount	Comments
£23,260	Held in AL3 120 2018

Appendix A

Teignbridge 100 Risk Register - Risk Score Index

Areas of increased risk have been highlighted.

LIKELIHOOD	IMPACT	RATING		RATING	TOTAL
NOT AT ALL	NONE	1	x	1	1
UNLIKELY	MINOR	2	x	2	4
POSSIBLE	SERIOUS	3	x	3	9
OCCASIONAL	MAJOR	4	x	4	16
FREQUENT	SEVERE	5	x	5	25

Sherborne House Specific Risk	Likelihood Score 1 to 5	Impact Score 1 to 5	Current Total (Likelihood x Impact)	Mitigation
Significant rise in the cost of borrowing via the Public Works Loan Board (PWLB)	4	4	16	Decision to proceed will be based on the financial viability and risk associated with the interest rate available at the time. Option to “bank” planning consent and delay until more favourable market conditions can be taken.
Significant rise in building costs affect viability.	5	3	15	Decision to proceed or amend individual schemes to be re-evaluated at tender stage if tenders significantly above expectations.

Government introduces a rent freeze having an adverse effect on future financial income	3	2	6	Increase rents from commencement to compensate.
Labour and material availability	4	3	12	Early engagement with local builders (SMEs) and Housing Association partners to obtain market intelligence and provide advanced notification of our intention to tender works, grouping sites where possible.
Failure to secure land appropriation for the purpose of affordable housing on TDC land.	2	1	2	Early engagement with Monitoring officer to ensure legal compliance
Inability to Terminate existing lease arrangements and relocation of current parking arrangements.	1	3	3	Ensure that the current parking arrangements can be accommodated at an alternative venue to free up development site
Teignbridge 100 Generic Risk	Likelihood Score 1 to 5	Impact Score 1 to 5	Current Total (Likelihood x Impact)	Mitigation
Securing sufficient capital and borrowing within the Council Capital programme to enable a future pipeline to be funded much beyond existing commitments	2	5	10	Members will be required to review the Councils Capital Programme
Development risk arising from site or contractual issues, resulting in cost overrun/reputational damage	2	2	4	Include contingencies. Contract with credible partners.
New homes fail to meet carbon emission standards that emerge in the next few years. Exposure to additional costs to retrofit.	1	2	2	Build to better than current standards, but risk can only be partially mitigated.
Problems with tenants eg anti-social behaviour leading to reputational issues for the Council	2	1	2	Contract with credible management supplier, but risk can only be partially mitigated.
The scheme places an additional cost on the general fund creating the need for additional savings to be made/service reductions	2	2	4	Include a clear VFM criteria before approving a scheme, to exclude more risky projects.

Increases in interest rates before borrowing is complete make the overall scheme unviable.	2	2	4	Use an interest rate that reflects possible increases. Risk can only be partially mitigated.
The policy of maintaining 100 homes in a pipeline is undeliverable due to lack of resources, leading to reputational damage.	2	1	2	Develop clear and credible plans for a future pipeline, or moderate the policy stance to one that is more certain
Government restrict rent rises to below assumed levels making the scheme non-viable and creating increased deficits to be picked up from the general fund.	3	1	3	Little mitigation possible
Management and Maintenance costs index at a higher level than planned making the scheme non-viable and creating increased deficits to be picked up from the general fund.	3	1	3	Little mitigation possible
Loss of properties through Right to Buy (RTB) undermines the policy objective to create rents	2	3	6	Little mitigation possible unless delivery model changed. Levels of RTB could be modelled to assess risk ***
The possible impact of Right to Shared Ownership exposes all properties to falling out of rental	2	2	4	Little mitigation possible, the position is still emerging.
Government requires a greater percentage of Shared Ownership to qualify for grant – Government policy aspires for 50% Shared Ownership. This undermines the policy objective of providing primarily rental units	2	1	2	Little mitigation possible. TDC will be well placed to understand what grant levels can be achieved.
Either an individual risk or a combination of risks comes to fruition and places such a burden on the General Fund that a S114 Notice is required. Major reputational damage and potential loss of control over the Council.	2	4	8	Include a clear VFM criteria before approving a scheme, to exclude more risky projects.

The Council is unsuccessful at attracting grant making some of the individual elements/the whole scheme non-viable.	2	2	4	TDC will need to ensure early engagement with Homes England is maintained.
Additional costs and demands on Officer and Member time emerge as a result of returning to home ownership, leading to increased costs and reduced capacity.	3	2	6	TDC should estimate and plan for this and ensure senior staff and Members are aware.
Officer capacity across the Council but particularly in Housing, Finance, Assets, Legal and Estates to deliver programme without need for additional resources or detrimental effect on other Corporate projects.	6	1	6	TDC should estimate and plan for this and ensure senior staff and Members are aware. This is acknowledged by the decision to deliver next two larger schemes in series rather than in tandem to place more realistic expectations on resources.
Change of Administration resulting in programme being terminated or projects not pursued where costs cannot be recovered.	3	3	9	Managing Director and SLT to ensure regular dialogue with all Party Leaders and regular feedback to Committee's.
Member commitment changes where sites are contentious.	3	2	6	Officers to ensure regular dialogue with Portfolio Holder and Local Ward Member(s)

***Please note that all secure tenants renting property supported by Homes England Grant funding have the Right to Buy. However regulation known as the "cost floor rule" means that despite discount entitlement, properties cannot be sold for a figure below the cost of its development for the first 10 years of its life.