

# Public Document Pack

Mid Devon District Council

## Economy Policy Development Group

Thursday, 8 August 2019 at 5.30 pm  
Exe Room, Phoenix House, Tiverton

Next meeting  
Thursday, 26 September 2019 at 5.30 pm

Those attending are advised that this meeting will be recorded

## Membership

Cllr J M Downes (Chairman)  
Cllr N V Davey  
Cllr R J Dolley  
Cllr Mrs S Griggs  
Cllr T G Hughes  
Cllr D F Pugsley  
Cllr R F Radford  
Cllr J Wright  
Cllr A Wyer

## A G E N D A

*Members are reminded of the need to make declarations of interest prior to any discussion which may take place*

- 1      **Apologies and Substitute Members**  
To receive any apologies for absence and notice of appointment of substitutes.
- 2      **Declaration of Interests under the Code of Conduct**  
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
- 3      **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
- 4      **Minutes (Pages 5 - 12)**  
Members to consider whether to approve the minutes as a correct record of the meeting held on 13 June 2019.

5 **Chairman's Announcements**

To receive any announcements that the Chairman may wish to make.

6 **Car Parking Working Group Report (30 minutes) (Pages 13 - 34)**

To receive a report from the Car Parking Working Group and to consider making recommendations to the Cabinet regarding proposed Pay & Display charges.

7 **Motion 555 (Cllr F W Letch - 8 April 2019) (10 minutes)**

The following Motion had been referred by Council to the Economy Policy Development Group for discussion at its meeting on 13 June 2019:

“Mel Stride MP recently said: “Central Devon has market towns with a wonderful variety of high street shops selling high-quality local produce and offering a range of services. Many are doing very well, but others face stiff competition from out of town and online retailers. I know that the margin between success and failure can be very small and even a small increase in the number of people who make it a priority to shop locally more often can make a big difference.”

High Street Saturday was on 16<sup>th</sup> March. I propose that:- In order to encourage the high street shops in Mid Devon’s 3 main towns, this council will not charge for Saturday parking in the long stay car parks of Tiverton, Cullompton and Crediton.”

The PDG considered this Motion at its meeting on 13 June 2019 and agreed to postpone a decision as to whether or not to support or reject the Motion pending a report from the re-established Car Parking Working Group. The Working Group met on 12<sup>th</sup> July 2019 and a number of recommendations were made in the previous agenda item.

***Having considered the report of the Working Group and re-considered the Motion further, the Policy Development Group are asked to consider whether this Motion should either be supported or rejected. This decision will be referred back to full Council on 11 September 2019.***

8 **Performance and Risk first quarter 2019/20 (10 minutes) (Pages 35 - 44)**

To receive a report from the Head of Planning & Economic Regeneration providing Members with an update on performance against the Corporate Plan and local service targets for 2019/20 as well as providing an update on the key business risks.

9 **Economic Development Projects Update (20 Minutes) (Pages 45 - 50)**

To receive a report from the Head of Planning, Economy and Regeneration updating Members on progress with Economic Development Service activities.

10 **Report on the Heart of the South West Local Industrial Strategy (15 minutes)** *(Pages 51 - 54)*

To receive a report from the Head of Planning, Economy and Regeneration informing Members about the Local Industrial Strategy being developed by the Heart of the South West LEP and how it relates to Mid Devon focused activities.

11 **Connecting the Culm Project update (15 minutes)** *(Pages 55 - 62)*

To receive a report from the Head of Planning and Regeneration informing Members of progress with the Connecting the Culm Project.

12 **Identification of items for the next meeting**

Members are asked to note that the following items are already identified in the work programme for the next meeting:

- Performance and Risk
- Financial Monitoring
- Economic Projects update
- Market update
- Market Rights Policy
- Management options
- Review of Market Policy
- Destination website demonstration
- Lords Report on rural economy
- Commercialisation
- Incubator Space

Note: This item is limited to 10 minutes. There should be no discussion on the items raised.

**Stephen Walford**  
Chief Executive  
Wednesday, 31 July 2019

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use other forms of social media to report on proceedings at this meeting.

Members of the public are welcome to attend the meeting and listen to discussion. Lift access the first floor of the building is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available. There is time set aside at the beginning of the meeting to allow the public to ask questions.

An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, or if you would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on:

Tel: 01884 234310

E-Mail: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.

## MID DEVON DISTRICT COUNCIL

**MINUTES** of a **MEETING** of the **ECONOMY POLICY DEVELOPMENT GROUP** held on 13 June 2019 at 5.30 pm

### **Present**

#### **Councillors**

N V Davey, R J Dolley, J M Downes,  
Mrs S Griggs, T G Hughes, D F Pugsley,  
R F Radford, J Wright and A Wyer

### **Also Present**

#### **Councillor(s)**

G Barnell, F W Letch and Mrs N Woollatt

### **Also Present**

#### **Officer(s):**

Stephen Walford (Chief Executive), Adrian Welsh (Group Manager for Growth, Economy and Delivery), John Bodley-Scott (Economic Development Team Leader), Catherine Yandle (Group Manager for Performance, Governance and Data Security), Joanne Nacey (Group Manager for Finance), Chris Shears (Economic Development Officer), Alan Ottey (Tiverton Town Centre and Market Manager), Matt Auty (Communications Officer) and Sarah Lees (Member Services Officer)

## **1 ELECTION OF CHAIRMAN (VICE CHAIRMAN OF THE COUNCIL IN THE CHAIR)**

**RESOLVED** that Cllr J Downes be elected Chairman of the Group for the municipal year 2019/20.

## **2 ELECTION OF VICE CHAIRMAN**

**RESOLVED** that Cllr N V Davey be elected Vice Chairman of the Group for the municipal year 2019/20.

## **3 APOLOGIES AND SUBSTITUTE MEMBERS**

There were no apologies for absence.

## **4 PUBLIC QUESTION TIME**

There were no members of the public present.

## **5 DECLARATION OF INTERESTS UNDER THE CODE OF CONDUCT**

Cllr Mrs N Woollatt declared an interest in relation to item 11 on the agenda, 'Connecting the Culm Project', in that she is a mill owner.

## 6 MINUTES

The minutes of the meeting held on 14 March 2019 were confirmed as a true and accurate record and **SIGNED** by the Chairman.

## 7 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that he was honoured to have been elected Chairman of the Group. He felt that it was a proactive forward thinking forum and that it had the potential to carry a lot of influence.

## 8 MOTION 555 (COUNCILLOR F W LETCH - 8 APRIL 2019) (00:08:00)

At its meeting on 24 April 2019, Council had referred the following Motion to the Economy Policy Development Group for its consideration.

Motion 555 (Councillor F W Letch):

“Mel Stride MP recently said: “Central Devon has market towns with a wonderful variety of high street shops selling high-quality local produce and offering a range of services. Many are doing very well, but others face stiff competition from out of town and on-line retailers. I know that the margin between success and failure can be very small and even a small increase in the number of people who make it a priority to shop locally more often can make a big difference.”

High Street Saturday was on 16<sup>th</sup> March. I propose that:- In order to encourage the high street shops in Mid Devon’s 3 main towns, this council will not charge for Saturday parking in the long stay car-parks of Tiverton, Cullompton and Crediton.”

Cllr Letch stated that the original intention behind his Motion had been for Council to consider offering free parking in the towns on Saturdays. However, since submitting the Motion he had given more thought to the whole area of car parking across the district and now felt that perhaps a better way forward was for the Car Parking Working Park to reconvene and for it to continue its work bearing in mind the contents of his Motion in conjunction with car parking charges generally.

Discussion took place with regard to:

- The considerable amount of work that the Car Parking Working Group had already undertaken in the previous Council.
- The amount of income that would be lost if free parking on every Saturday was to be offered.
- The need to consider all possible options going forwards.

It was **AGREED** that the Car Parking Working Group be re-established and for it to meet as soon as possible so that a recommendation could be brought back to the next meeting of this Group. The members of that Group to comprise of Cllrs D F Pugsley, R F Radford and for Cllr B Evans to be asked to return as a co-opted member. It was also requested that Cllrs F Letch and Mrs N Woollatt be invited to attend the Working Group meeting as observers.

It was further **AGREED** that the Policy Development Group's decision as to whether or not to recommend that the Motion be supported or rejected be postponed until the next meeting so that this could be considered alongside the recommendation of the Car Parking Working Group.

## 9 **PERFORMANCE & RISK OUTTURN REPORT FOR 2018/19 (00:19:10)**

The Group had before it, and **NOTED**, a report \* from the Head of Planning & Economic Regeneration providing Members with an update on performance against the Corporate Plan and local service targets for 2018/19 as well as providing an update on the key business risks.

The contents of the report were outlined with particular reference to the indicators in relation to the number of empty shops, business rate accounts, the number of businesses assisted and car park vends.

Consideration was given to:

- The challenging nature in the way performance information was presented and the need for officers to receive feedback from Members in order to try and find a more helpful format.
- A need to evaluate performance information retrospectively and to ascertain whether interventions had been successful; whether projects had been worthwhile and what had worked and what hadn't.

It was **AGREED** that an item be brought back to the next meeting providing an evaluation of past projects in this area.

Note: \* Report previously circulated; copy attached to the signed minutes.

## 10 **OUTTURN 2018/19 (00:29:00)**

The Group had before it, and **NOTED**, a report \* from the Deputy Chief Executive (S151) presenting the revenue and capital outturn figures for the financial year 2018/19. The report contained a number of recommendations that would be made to the Cabinet at its meeting on 27 June 2019.

The contents of the report were briefly outlined with discussion focussing on the following areas:

- The final monitoring report presented to the Group prior to the election had predicted an end of year deficit of £65k for the General Fund. However, the final position had improved by £84k meaning that the General Fund for 2018/19 would finish with an underspend of £19k
- In year financial monitoring throughout 2018/19 had been very accurate.
- It had been possible to set aside funds to Earmarked Reserves where needed.
- The recommendation to the Cabinet to carry forward circa £12m from the 2018/19 capital programme to fund schemes in the years to come. In addition to this the recommendation to transfer to earmarked reserves £459k which had been unspent.

- Market Walk and Fore Street shops in Tiverton. There had been a number of voids throughout the year but in December 2018 every unit in Market Walk had been occupied although overall rents had been lower.
- The Collection Fund and how effective the Revenues section had been in collecting Council Tax and NNDR during extremely challenging economic times.
- Variances in each of the budget areas falling under the remit of this Group and the reasons for these being explained in the appendices to the report.
- This Group did not have control over a large proportion of the council's budget and that the larger variances were due to market forces rather than poor service delivery.

Notes:

- (i) \* Report previously circulated; copy attached to the signed minutes.
- (ii) Cllr N V Davey declared a personal interest in that he is a member of the Moorhayes Community Association.

## 11 **CONNECTING THE CULM PROJECT (00:56:13)**

The Group had before it, and **NOTED**, a report \* from the Head of Planning, Economy and Regeneration informing Members of the progress with the Connecting the Culm Project.

The Economic Development Team Leader outlined the contents of the report explaining that the project was essentially designed to get a better understanding of the whole catchment area of the River Culm.

Consideration was given to:

- Whether other water courses would be considered as well as a need to consider not just flooding issues but the fact that during dry spells there was insufficient water in these water courses. In addition to this, there was damage to weirs and silted up channels requiring ongoing maintenance. Some of these water courses had heritage value and were a rich habitat for wildlife. It was confirmed that the whole catchment area would be included in the project so this would indeed include all tributaries.
- Questions were asked in relation to the need for co-ordination between all the partners and stakeholder groups. It was also essential that the District Council had a strong presence in this project. It was explained that the project was in the very early stages and that the main people were not in post yet. However, once they were, they would be looking not only at flooding but also water quality, biodiversity and water effectiveness amongst other issues.
- The end point of the project was to develop ways of working and to create a management plan for the river. It was confirmed that the Environment Agency were fully behind this project. However, a large number of authorities would need to find a way of working together if the project was to be successful and these early stages were about finding a way to make this happen.
- Issues with a historic bridge in Culmstock which needed urgent attention.
- This was a European funded project and Members were able to access a 200 page document listing what the desired outcomes were.



- Water run-off from housing developments and the effect upon water courses.
- The report would also be reported to the Environment Policy Development Group as this was an issue that was of interest to both Policy Development Groups.

It was **AGREED** that:

- a) An update on this project be brought to the next meeting including a timetable showing the key steps involved and that all Members in the Culm catchment area be copied into this whether or not they were on this Group.
- b) The Economic Development Team Leader collate a list of Members' concerns so that evidence could be brought to the attention of the relevant authorities.

Notes: (i) \* Report previously circulated; copy attached to the signed minutes.

(ii) In addition to the interest declared under item 5, Cllr Mrs N Woollatt also declared a personal interest in that she is a member of the Cullompton Leat Conservancy Board.

## 12 **ECONOMIC DEVELOPMENT SERVICE UPDATE (01:31:30)**

The Group had before it, and **NOTED**, a report \* of the Head of Planning, Economy and Regeneration updating Members on progress with key Economic Development Service Priorities.

The Group Manager for Growth, Economy and Delivery informed the Group about the make-up of his team and explained that an informal meeting would be arranged so that Members could meet them and discuss the work programme for the Group for the coming year. He also provided a brief context to the report by reference to the key components of the Mid Devon economy and its challenges.

The objectives and key sectors within the Economic Strategy were outlined by way of presentation and reference made to projects under each area. Discussion took place with regard to:

### Employment and Skills

- The demand for employment sites was high but there were not many sites coming forward.
- There had been interest from an international company wanting to work in Mid Devon and making use of the M5 corridor.
- It was the role of the team to support these initiatives and to help businesses fulfil their aspirations.
- It was vitally important to strengthen the relationship with education providers.

### Place

The Masterplanning process for Crediton would take place next year. Crediton was experiencing strong economic and business growth and enquiries were received on a regular basis. However, parts of the High Street did need regeneration as did the infrastructure around the town.

## Infrastructure

Money was being secured through a Section 106 contribution from Lidl to facilitate the installation of high quality wireless internet services to Tiverton town centre as a pilot scheme with the intention to roll-out across Cullompton and Crediton when suitable funding becomes available. The question was asked as to whether significant investment needed to be made in relation to WiFi within the towns when 4G or 5G might suffice. It was explained that having WiFi within the towns presented other opportunities such as encouraging and supporting local businesses. Not all the funding from the Lidl S106 had been allocated to the installation of WiFi as it contained other measures to support the town centre.

## Hi Tech, Innovation and Green Energy

The possible use of the river behind the Town Hall as a source of useable power was briefly discussed. It was explained that whilst this was a viable site the cost implications would need to be examined, however, the amount of power that could potentially be generated could be used to great effect within the town. Early estimates show that such a project could generate all of Phoenix House's power needs when combined with the solar energy already captured by the solar roof panels, potentially enabling the council to utilise a fully carbon-free energy supply. It was further explained that a group of master's students had investigated ecological improvements as well as hydro engineering.

## Agriculture, Food and Drink

More information would be provided to a future meeting regarding the destination website.

A number of questions were asked in relation to initiatives designed to increase footfall within the towns, particularly Tiverton. It was explained that initiatives were being generated through the Town Centre Partnership such as evening entertainment, craft and farmers markets. More needed to be done and the informal meeting of the Group would provide Members with an opportunity to discuss the year one actions within the Economic Strategy and consider a work programme for the Group to push forward over the coming year.

The Group considered that it was important for it to be proactive in its work, to take issues forward and to achieve successful outcomes where it could.

Note: \* Report previously circulated; copy attached to the signed minutes.

### 13 **START TIME OF MEETINGS (02:22:57)**

It was **AGREED** to continue to hold meetings of the Group at 5.30pm for the remainder of the municipal year.

### 14 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING (02:24:10)**

In addition to the items already listed it was requested that the following be on the agenda for the next or a future meeting:

- Update on 'Connecting the Culm Project' including a timetable
- Evaluation of performance data in relation to Economic Projects
- Report from the Car Parking Working Group with their recommendations
- Initiatives for Tiverton Town Centre Regeneration.
- Crediton Park Project

The Group requested that consideration be given to condensing the Economic Projects report with only the key highlights being brought forward for Members attention and discussion. The Chairman also requested that agenda items be time limited where possible in future.

(The meeting ended at 8.00 pm)

**CHAIRMAN**

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## ECONOMY POLICY DEVELOPMENT GROUP

8 AUGUST 2019

### Car Park Working Group Report

**Cabinet Member(s):** Councillor Alex White  
**Responsible Officer:** Andrew Jarrett, Deputy Chief Executive (S151) and Stuart Noyce, Group Manager Street Scene & Open Spaces

**Reason for Report:** To provide Members with an update from the Car Park Working Group on the proposals for new Pay & Display charges.

**RECOMMENDATION:** That the PDG note the proposed Pay & Display charges outlined in this report and make any recommendations regarding the proposals to Cabinet.

**Financial Implications:** The financial implications are included in the report and in the supplementary appendices.

**Legal Implications:** Any changes to our Traffic Regulatory Order require prior publications and a period of consultation with the public.

**Risk Assessment:** Prudent assumptions have been made over potential income from associated changes to charging policy.

**Equality Impact Assessment:** There are no direct equality implication.

**Relationship to Corporate Plan:** Maximising income and usage of key corporate assets.

**Impact on Climate Change:** No impact assessed.

#### 1.0 Introduction/Background

1.1 At the request of the Economy PDG a working group was set-up to examine the effectiveness of our current charging regime and to consider any appropriate recommendations for changes. The last meeting notes from the Working Group are attached at Appendix 1.

1.2 NB. The Council last revised its Pay & Display charges in April 2016 and in 2018/19 we generated £656k from 604,450 vends. In addition to this income we raise circa 115k in charges from Permits and Off-Street parking fines.

#### 2.0 Findings

2.1 The working group, comprised of officers and Members, worked through the Pay & Display charges car park by car park across the District and its suggestions on a new pricing proposal are attached in Appendix 3. Appendix 2, a briefing note, is intended to aid the PDG Members in understanding the background to the proposals and the thought process which drove them.

2.2 The tariff proposals in Appendix 3 have been put through a pricing model based on historic vend analysis and have projected an increase in income of around £225,600. As the Briefing Note states (Appendix 2), this is heavily caveated due to the historic nature of the data, the demand-led nature of parking provision and the myriad of other external variables that can affect car park usage levels.

### 3.0 **Conclusion and Recommendation**

3.1 In order for any changes to be made to the Council's Pay & Display charges we are required to follow a statutory Traffic Regulatory Order process. This involves advertising the proposed charges, evaluating feedback and once agreed, reprogramming all of our machines and changing the parking boards. This process will take around 2-3 months and will cost around £5k.

3.2 The recommendation seeks agreement for Cabinet to propose the changes to the parking fees to Full Council.

**Contact for more Information:** Claire Gillard, Accountant, (01884) 234390, cgillard@middevon.gov.uk

**Circulation of the Report:** Cabinet Member, Leadership Team

#### **List of Background Papers:**

Appendix 1 – Car Parking Working Group – Meeting notes 12 July 2019

Appendix 2 – Briefing Note

Appendix 3 – New Pricing Proposal

## Appendix 1

### Car Parking Working Group – meeting notes 12 July 2019 (1.30pm)

**Present Members:** Cllrs R J Dolley, R Evans and R F R Radford (also Cllrs F Letch and Mrs N Woollatt as observers only)

**Present Officers:** A Jarrett, S Noyce, C Gillard, V Lowman and S Lees

Cllr Bob Evans was elected as Chairman of the re-established Working Group.

He explained that he had initially been appointed to the group as a co-optee and he remained as such since he was not a Member of the Economy PDG but had relevant experience and knowledge. Two of the original members of the working group had not been returned following the district council election in May and the remaining member was now a member of the Cabinet, therefore it had needed a new membership to be appointed.

At its meeting on 13 June 2019 the Economy PDG had appointed Cllrs Ron Dolley and Ray Radford to the re-established Working Group to work alongside Cllr Evans. Cllr Evans stated that the timing and change in membership had been unfortunate but he hoped he would provide some consistency.

He further explained how the original group had gone about their task having had discussions about each individual council owned car park in the 3 main towns. The WG had felt this was necessary since the 'offer' was not the same in each of the towns and each car park represented a unique set of circumstances. At their final meeting in December 2018 the previous WG had come up with a draft set of proposals. They had started from the premise that the 30 minutes 'free' parking did not do anything to encourage 'dwell' time within each town. This view had also repeatedly been relayed to them by traders.

With the aid of a spreadsheet showing the current car parking charges compared to the proposed new car parking charges, the newly re-formed WG considered each car park in turn to ascertain whether they were still of the same view:

#### William Street

Because of the need for parents to drop off and pick up children from Castle Primary School the WG felt it was still important to maintain the fee 8.30am to 9.30am and 3pm till 4pm free parking periods. However, they continued to recommend that the 30 minutes free parking throughout the day be removed.

#### St Saviours / Crediton

Recommendation for charges to remain as previously proposed.

Discussion took place regarding the number of car park permits given to the local school and the fact that many parents preferred to transport their children to school via a vehicle rather than walk them even though in many cases this was a short distance.

### Phoenix House

The previous recommendation had been to alter these charges so as to take account of the Premier Inn and ensure that the council's income from car parking was not detrimentally affected.

It was felt that an hour ought to be the maximum stay in the parking bays outside Phoenix House. If people wanted longer then they could park in the multi-storey. It was confirmed that disabled drivers would get an extra hour free but that signage could be better in order to clarify this. It was suggested that DWP be asked to display some 'Pay and Display' signage in their window as a way forward.

### MSCP

It was felt that previous charges had been on the low side compared to other multi-storey car parks in Devon. It was important to remember that this was a long stay car park and there was a need to encourage people to purchase permits. To park in the MSCP at the moment each day, if a person worked in Tiverton, would total £470 p.a., however, a permit currently only costs £180.

The recommendation of the WG is that the charges for the MSCP be tidied up and that they are:

- £2 for 2hrs
- £4 for 5hrs
- £6 for 10 hrs

If there was a charge for all day parking this would capture the Premier Inn customers. People that lived and worked locally could buy a permit which would work out at £1.32 a day. It was felt that this should be reflected in the other long stay car parks throughout the district.

### Overnight charging

Cllr Woollatt made the point that, overnight in Cullompton, car parks were almost empty, most of the time, and yet the streets were clogged up with cars making it very difficult for local residents to park outside their own properties. She suggested that the WG consider offering free overnight parking in car parks where locally there was a problem for local residents. She also questioned whether charging for overnight parking was supporting the night time economy.

Cllr Evans stated that, in his view, overnight charging should stay but that the council should advertise permits better. It was still only £1 to park overnight and this had not



been increased in 3 years. An annual permit would reduce this cost to 50p per night, i.e. 50% less. It was his view that the council's revenue still needed to be maintained in order to support the provision of other vital services.

Cllr Dolley stated that there was a fine balance to be made and other parts of Devon and Somerset still charged for overnight parking.

The consensus view was that there should be charging for overnight parking but that the cost of permits should be reduced.

### Westexe

The number of PCN's issued had been minimal but enforcement costs were still high. This was a different short stay car park – there was a relationship with Wetherspoons to bear in mind.

May need to look at increasing permit costs for the MSCP if charges are reduced elsewhere in order to balance costs.

The point was made that the situation was different in Westexe compared to Cullompton with regard to overnight charging. The streets in Westexe would be full of cars if the proposal was to go ahead. It was therefore agreed that the WG needed to consider the situation car park by car park.

### High Street, Crediton

Moving away from the charge for 10 hours and staggering the charging periods was seen as an improvement.

Leave tariffs as they were previously recommended.

### Wellbooke Street

The previous proposals were discussed on the spreadsheet provided and agreed.

### Cllr Frank Letch's motion – free parking on Saturday's in the three main towns

Cllr Letch had felt that the footfall in Crediton on Saturdays was much greater on Saturdays than on week days largely due to there being a market. This had obvious benefits to the local economy. He felt that car parks were a community asset and should be used for the benefit of the local community and its economy. On market day, because of car park costs, there were an increased number of cars looking to park on the streets. However, he did understand that not charging on Saturdays in each of the towns would mean a loss of income to the council of between £37k and £50k per annum.

Cllr Woollatt stated that she did not quite understand why a lot of traders closed their businesses at lunchtime on Saturdays in Cullompton she still felt that not charging for overnight parking would be more beneficial to local residents than offering free

parking on Saturdays. Therefore she was not able to support Cllr Letch's Motion. Cllr Dolley was also not able to support the motion for similar reasons.

Cllr Evans stated that he would relay the views of the WG to the Economy PDG on 8 August so that they could formulate an opinion as to whether or not the Motion should be supported or rejected.

### Permits

At the moment the council asked for a one off payment for an annual permit costing £185. It was felt that the council should look to offer customers the choice of either paying for an annual permit on a monthly basis, quarterly and half yearly. However, at the moment the software was not in place to support alternative payment methods. However, negotiations could take place with the supplier to provide alternative payment methods if the Cabinet supported the proposals. This was seen as a vital step forward if greater numbers of people were to purchase permits.

A suggestion was made to reduce overnight permits from £180 to £100 provided the option to pay monthly was made available to people. If the numbers of people wanting to buy permits increased greatly due to them being able to pay monthly then it might be worth the council investing some money into improving the software system to support this.

Discussion took place regarding whether or not overnight parking permit charges should be generic across the district or whether separate charges should apply to individual car parks. The consensus view was that consistency was needed across the three towns and that the following charges should be recommended for overnight charging:

- If paying by monthly direct debit – 12 months x £10 per month (total £120 per year)
- If making a one off payment – 1 year x £100 (total £100 per year)

### Next steps

WG report to go to the 8 August Economy PDG meeting, Cllr Evans to present the report.

Include notes of this meeting and the spreadsheet with current and proposed new charges. Also include a bullet point summary of the recommendations being made listed by car park.

AJ to be present at the Economy PDG meeting.

**Meeting closed 15:05pm**

## **Appendix 2**

### **Briefing from the Car Park Working Group**

Please refer to Appendix 3 which details the current pay and display charges and the proposed pay and display charges.

The tariff proposals in Appendix 3 have been put through a pricing model based on historic vend analysis and have projected an increase in income of around £225,600. This increase will however come with a health warning as any price changes could influence peoples choices whether to use our car parks or not, vends/tickets purchased have already fallen since this data has been produced.

Note - the following forecast is based on 17/18 vend information – 18/19 budgeted income was £678,260 however only £636,000 was achieved mainly due to falling vends in MSPC. Andrew Jarrett constantly reminds members that there are a myriad of variables that can affect parking vends e.g. weather, shopping voids, tax changes, road works, seasonal trends (summer hols) etc. So therefore members need to consider precisely what additional budget would be sensible to include post implementation of these recommendations.

Below are brief notes as to the reasoning and thought process behind some of the tariff changes per car park.

#### **Overnight Parking, Sunday's and Bank holidays**

- There has been no change to the current charges for overnight parking - still includes the first 30 minutes free with overnight parking, Sundays and Bank Holidays remaining £1.00.

#### **Short Stay Car Parks – Market Place, Becks Sq, Market Street, Cred**

- To help increase the dwell time within the Town Centre's the 30 minute tariff of £1.00 has been removed.
- 1 hour tariff reduced from £1.50 to £1.25.
- Slight increase of 20p on the 2 hour tariff from £2.00 to £2.20.

#### **Phoenix House Car Park**

The working group felt that this car park was for the users of Phoenix House Offices, DWP and the Library and the charging period should be changed to reflect the drop off nature of these spaces.

- Still offering 15 minutes free.
- Introducing a maximum stay of 1 hour for £1.00 Monday – Saturday.

### **Multi-Storey Car Park**

The working group talked through lots of possible options for the MSCP and made reference to the fact that this car park by its nature must be treated differently to the other long stay car parks in Crediton and Cullompton. It was felt by users and the working group that the current 14 hours for £2.00 did not reflect what users wanted and more stepped charges would be better going forward. Please refer to Appendix 3 for proposed charges.

### **William Street Car Park**

This car park currently offers 30 minutes free during the day charging period. The working group wanted to be consistent and bring this car parks charging tariff in-line with the other short stay car parks. The only difference is this car park is situated across the road from Castle Primary School so is used by parents to drop off and pick up children from school. To avoid congestion in the town the working group felt that they wanted to keep the 30 minutes free during the time of drop off 8:30 – 9:30 and pick-up 15:00 – 16:00. Please refer to Appendix 3.

### **St Saviours Way (High Street), Crediton Car Park**

This car park in the past has been classed as a long stay car park and currently has 10 hours for £2.00 which users and the working group did not feel was a true reflection of what users wanted. The working group have made the tariff's more stepped in charges but still keeping the long stay options.

### **Station Road, Cullompton Car Park**

This car park in the past has been classed as a long stay car park and currently has 10 hours for £2.00 which users and the working group did not feel was a true reflection of what users wanted. The working group have made the tariff's more stepped in charges but still keeping the long stay options. Please refer to Appendix 3.

### **Westexe South Car Park**

The working group wanted to bring this car park in-line with the other short stay car parks within the town.

- The 30 minutes free tariff during day-time charging has been removed to help try and encourage more dwell time.
- 1 and 2 hours tariffs are now the same as the other short stay car parks.

- 3 hour tariff remains for the users of bars and restaurants in the area during the day with a slight increase to the current charge.

### **Wellbrook Street Car Park**

- To be consistent with Westexe car park the 30 minutes free tariff has been removed.
- 1 and 2 hours tariffs are now the same as the other short stay car parks.
- Reduced the 4 hour tariff to 3 hours with the same pricing as Westexe.
- An increase to the price on the 24 hour tariff.

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## 2019/20 P&D New Pricing Proposal

Car Park	Current Income	Proposed Income	Difference
Market Place, Tiverton	265,816	284,272	- 18,456
Becks Square, Tiverton	98,947	106,265	- 7,318
Phoenix House, Tiverton	5,958	7,602	- 1,644
MSCP, Tiverton	125,779	239,327	- 113,548
William Street, Tiverton	32,520	56,023	- 23,503
High Street, Crediton	94,437	113,223	- 18,786
Station Road, Cullompton	41,948	41,282	666
Market Street, Crediton	44,988	47,919	- 2,932
Westexe South, Tiverton	59,413	94,800	- 35,387
Wellbrook Street, Tiverton	16,473	21,197	- 4,724
<b>Totals</b>	<b>786,278</b>	<b>1,011,910</b>	<b>- 225,632</b>

# Market Place, Tiverton

Current Tariff	
30 Mins	1.00
1 Hour	1.50
2 Hours	2.00
Overnight 18:00 - 08:00	Free
30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed Tariff	
30 Mins - Remove	-
1 Hour	1.25
2 Hours	2.20
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current			
Duration	Tariff	Total Vends	Amount
30 Mins	1.00	76,663	76,663.00
1 Hour	1.50	44,705	67,057.50
2 Hours	2.00	52,334	104,668.00
Overnight 18:00 - 08:00	Free	1,754	-
30 mins	1.00	9,103	9,103.00
Overnight 18:00 - 08:00	1.00	8,324	8,324.00
BH & Sunday Parking	1.00	192,883	265,815.50

Proposed			
Duration	Tariff	Total Vends	Amount
1 Hour	1.25	121,368	151,710.00
2 Hours	2.20	52,334	115,134.80
Overnight 18:00 - 08:00 30 mins	Free	1,754	-
Overnight 18:00 - 08:00	1.00	9,103	9,103.00
BH & Sunday Parking	1.00	8,324	8,324.00
		192,883	284,271.80

Assumptions	
By removing the 30 Min Tariff all current 30 mins vends have been moved to 1 hour vends in the proposed tabled	



# Becks Square, Tiverton

Current Tariff	
30 Mins	1.00
1 Hour	1.50
2 Hours	2.00
Overnight 18:00 - 08:00	Free
30 mins	1.00
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed Tariff	
30 Mins - Remove	-
1 Hour	1.25
2 Hours	2.20
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current			
Duration	Tariff	Total Vends	Amount
30 Mins	1.00	28,750	28,750.00
1 Hour	1.50	15,325	22,987.50
2 Hours	2.00	19,811	39,622.00
Overnight 18:00 - 08:00	Free	568	-
30 mins	1.00	4,223	4,223.00
Overnight 18:00 - 08:00	1.00	3,364	3,364.00
BH & Sunday Parking	1.00	72,041	98,946.50

Proposed			
Duration	Tariff	Total Vends	Amount
1 Hour	1.25	44,075.00	55,093.75
2 Hours	2.20	19,811.00	43,584.20
Overnight 18:00 - 08:00 30 mins	Free	568.00	-
Overnight 18:00 - 08:00	1.00	4,223.00	4,223.00
BH & Sunday Parking	1.00	3,364.00	3,364.00
		72,041	106,264.95

**Assumptions**

By removing the 30 Min Tariff all current 30 mins vends have been moved to 1 hour vends in the proposed tabled

# Phoenix House, Tiverton

Proposed Tariff	
Mon - Sat 15 mins	Free
Mon Sat 1 hour (max stay 24 hr charging) Norm Sun charges still apply	1.00

Current Tariff	
Mon - Fri 15 mins	Free
Mon - Fri 30 mins	0.60
Sat - 2 Hours	2.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed		
Duration	Tariff	Amount
Mon - Sun 15 mins	Free	23,734
Mon-Sun 1 hour (max stay 24 hr charging)	1.00	7,602
		31,336
		7,602.00
		7,602.00

Current			
Duration	Tariff	Total Vends	Amount
Mon - Fri 15 mins	Free	23,734	-
Mon - Fri 30 mins	0.60	5,599	3,359.40
Sat - 2 Hours	2.00	872	1,744.00
Overnight 18:00 - 08:00 30 mins	Free	276	-
Overnight 18:00 - 08:00	1.00	144	144.00
BH & Sunday Parking	1.00	711	711.00
		31,336	5,958.40

Assumptions
Apart from the free 15 min tariff all other tariffs will be 1 hour

# MSCP, Tiverton

Current Tariff	
14 Hours	2.00
24 Hours	5.00
2 Days	10.00
3 Days	15.00
4 Days	20.00
5 Days	25.00
7 Days	30.00

Proposed Tariff	
2 Hours	2.00
5 Hours	4.00
10 Hours	6.00
1 Day	10.00
2 Days	20.00
3 Days	30.00
4 Days	40.00
5 Days	50.00
7 Days	70.00

Current			
Duration	Tariff	Total Vends	Amount
14 Hours	2.00	61,507	123,014.00
24 Hours	5.00	269	1,345.00
2 Days	10.00	41	410.00
3 Days	15.00	18	270.00
4 Days	20.00	9	180.00
5 Days	25.00	14	350.00
7 Days	30.00	7	210.00
		61,865	125,779.00

Proposed			
Duration	Tariff	Total Vends	Amount
2 Hours	2.00	24,603	49,205.60
5 Hours	4.00	18,452	73,808.40
10 Hours	6.00	18,452	110,712.60
1 Day	10.00	269	2,690.00
2 Days	20.00	41	820.00
3 Days	30.00	18	540.00
4 Days	40.00	9	360.00
5 Days	50.00	14	700.00
7 Days	70.00	7	490.00
		61,865	239,326.60
			186,282.79

Assumptions			
2 Hours	40%	30%	30%
4 Hours			
9 Hours			
Total			100%
The above tariff has been split over 3 new tariffs			

Premier Inn expected open September 19 - Have assumed nil growth and will accept the windfall during 19-20

# William Street, Tiverton

Current Tariff	
30 Mins	Free
2 Hours	2.00
Overnight 18:00 - 08:00	Free
30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed Tariff	
30 mins free (08:30 - 09:30 & 15:00 - 16:00)	Free
1 Hour	1.25
2 Hours	2.20
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current		
Duration	Tariff	Total Vends Amount
30 Mins	Free	56,826
2 Hours	2.00	13,271
Overnight 18:00 - 08:00	Free	26,542.00
30 mins	Free	3,271
Overnight 18:00 - 08:00	1.00	3,189
BH & Sunday Parking	1.00	2,789
		79,346
		32,520.00

Proposed		
Duration	Tariff	Total Vends Amount
30 mins free (08:30 - 09:30 & 15:00 - 16:00)	Free	17,048
1 Hour	1.25	30,693
2 Hours	2.20	5,308.40
Overnight 18:00 - 08:00 30 mins	Free	3,271
Overnight 18:00 - 08:00	1.00	3,189
BH & Sunday Parking	1.00	2,789
		62,298
		56,022.73

Assumptions			
Free (8:30-9:30 & 15:00-16:00)	30%	40%	70%
30 Mins (free)	30%	60%	100%
2 Hours	40%	40%	100%
<p>The above 2 tariffs have been split over 3 new tariffs. An assumption of 30% loss in vends due to no longer having 30 mins free parking</p>			

# High Street, Crediton

Current Tariff	
10 Hours	2.00
24 Hours	5.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed Tariff	
2 Hours	1.80
5 Hours	2.50
10 Hours	3.00
24 Hours	5.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current			
Duration	Tariff	Total Vends	Amount
10 Hours	2.00	40,840	81,680.00
24 Hours	5.00	1,615	8,075.00
Overnight 18:00 - 08:00 30 mins	Free	382	-
Overnight 18:00 - 08:00	1.00	2,900	2,900.00
BH & Sunday Parking	1.00	1,782	1,782.00
		47,519	94,437.00

Proposed			
Duration	Tariff	Total Vends	Amount
2 Hour	1.80	8,168	14,702.40
5 Hours	2.50	24,504	61,260.00
10 Hours	3.00	8,168	24,504.00
24 Hours	5.00	1,615	8,075.00
Overnight 18:00 - 08:00 30 mins	Free	382	-
Overnight 18:00 - 08:00	1.00	2,900	2,900.00
BH & Sunday Parking	1.00	1,782	1,782.00
		47,519	113,223.40

Large increase on current tariff

Assumptions					
10 Hours	20%	5 Hours	60%	10 Hours	Total
					100%
The 10 Hours tariff has been split over 2 new tariffs					

# Station Road, Cullompton

Current Tariff	
10 Hours	2.00
24 Hours	5.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed Tariff	
1 Hour	1.00
2 Hours	1.80
10 Hours	3.00
24 Hours	5.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current			
Duration	Tariff	Total Vends	Amount
10 Hours	2.00	16,660	33,320.00
24 Hours	5.00	939	4,695.00
Overnight 18:00 - 08:00 30 mins	Free	939	-
Overnight 18:00 - 08:00	1.00	891	891.00
BH & Sunday Parking	1.00	3,042	3,042.00
		22,471	41,948.00

Proposed			
Duration	Tariff	Total Vends	Amount
1 Hour	1.00	6,664	6,664.00
2 Hours	1.80	3,332	5,997.60
10 Hours	3.00	6,664	19,992.00
24 Hours	5.00	939	4,695.00
Overnight 18:00 - 08:00 30 mins	Free	939	-
Overnight 18:00 - 08:00	1.00	891	891.00
BH & Sunday Parking	1.00	3,042	3,042.00
		22,471	41,281.60

Assumptions				
1 Hour	2 Hours	10 Hours	Total	
40%	20%	40%	100%	
The 10 Hours tariff has been split over 2 new tariffs				

# Market Street, Crediton

Proposed Tariff	
30 Mins - Remove	-
1 Hour	1.25
2 Hours	2.20
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00 BH & Sunday Parking	1.00
	1.00

Proposed		
Duration	Tariff	Total Vends
1 Hour	1.25	10,884
2 Hours	2.20	14,837
Overnight 18:00 - 08:00 30 mins	Free	276
Overnight 18:00 - 08:00 BH & Sunday Parking	1.00	866
	1.00	807
		27,670
		Amount
		13,605.00
		32,641.40
		-
		866
		807
		47,919.40

Current Tariff	
30 Mins	1.00
1 Hour	1.50
2 Hours	2.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00 BH & Sunday Parking	1.00
	1.00

Current			
Duration	Tariff	Total Vends	Amount
30 Mins	1.00	5,371	5,371.00
1 Hour	1.50	5,513	8,269.50
2 Hours	2.00	14,837	29,674.00
Overnight 18:00 - 08:00 30 mins	Free	276	-
Overnight 18:00 - 08:00 BH & Sunday Parking	1.00	866	866.00
	1.00	807	807.00
		27,670	44,987.50

**Assumptions**

By removing the 30 Min Tariff all current 30 mins vends have been moved to 1 hour vends in the proposed tabled

# Westexe South, Tiverton

Current Tariff	
30 Mins	Free
3 Hours	2.00
Overnight 18:00 - 08:00	Free
30 mins	1.00
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed Tariff	
30 Mins - Remove	-
1 Hour	1.25
2 Hours	2.20
3 Hours	2.80
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current			
Duration	Tariff	Total Vends	Amount
30 Mins	Free	24,925	-
3 Hours	2.00	23,699	47,398
Overnight 18:00 - 08:00	Free	4,151	-
Overnight 18:00 - 08:00	1.00	7,191	7,191
BH & Sunday Parking	1.00	4,824	4,824
		64,790	59,413

Proposed			
Duration	Tariff	Total Vends	Amount
1 Hour	1.25	27,172	33,965
2 Hours	2.20	7,110	15,641
3 Hours	2.80	11,850	33,179
Overnight 18:00 - 08:00 30 mins	Free	4,151	-
Overnight 18:00 - 08:00	1.00	7,191	7,191
BH & Sunday Parking	1.00	4,824	4,824
		62,298	94,800

Assumptions				
	1 Hour	2 Hour	3 Hours	Total
30 Mins (Free)	90%			90%
3 Hours	20%	30%	50%	100%
The above 2 tariffs have been split over 3 new tariffs				

Assuming 10% reduction in vends

Because of Premier Inn do we increase night-time rate in this car park- or do a lot more night time enforcement



# Wellbrook Street, Tiverton

Proposed Tariff	
30 Mins - Remove	-
1 Hour	1.25
2 Hours	2.20
3 Hours	2.80
24 Hours	5.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Current Tariff	
30 Mins	Free
4 Hours	2.00
24 Hours	3.00
Overnight 18:00 - 08:00 30 mins	Free
Overnight 18:00 - 08:00	1.00
BH & Sunday Parking	1.00

Proposed		
Duration	Tariff	Total Vends Amount
1 Hour	1.25	1,713 1,714
2 Hours	2.20	956 2,103
3 Hours	2.80	2,600 7,281
24 Hours	5.00	1,510 7,551
Overnight 18:00 - 08:00 30 mins	Free	2,517 -
Overnight 18:00 - 08:00	1.00	351 351
BH & Sunday Parking	1.00	2,197 2,197
		11,845 21,197

Current		
Duration	Tariff	Total Vends Amount
30 Mins	Free	1,195 -
4 Hours	2.00	3,187 6,374
24 Hours	3.00	2,517 7,551
Overnight 18:00 - 08:00 30 mins	Free	2,517 -
Overnight 18:00 - 08:00	1.00	351 351
BH & Sunday Parking	1.00	2,197 2,197
		11,964 16,473

Assumptions					
	1 Hour	2 Hours	3 Hours	24 Hours	Totals
30 Mins (Free)	90%				90%
4 Hours	20%	30%	50%		100%
24 Hours			40%	60%	100%
been split over 3 new					

Assuming 10% reduction in vends



## ECONOMY PDG 8 JUNE 2019

### PERFORMANCE AND RISK FOR 2018/19

**Cabinet Member** Cllr Graeme Barnell  
**Responsible Officer** Head of Planning & Economic Regeneration, Jenny Clifford

**Reason for Report:** To provide Members with an update on performance against the corporate plan and local service targets for 2019/20 as well as providing an update on the key business risks.

**RECOMMENDATION(S):** That the PDG reviews the Performance Indicators and Risks that are outlined in this report and feeds back any areas of concern to the Cabinet.

**Relationship to Corporate Plan:** Corporate Plan priorities and targets are effectively maintained through the use of appropriate performance indicators and regular monitoring.

**Financial Implications:** None identified

**Legal Implications:** None identified

**Risk Assessment:** If performance is not monitored we may fail to meet our corporate and local service plan targets or to take appropriate corrective action where necessary. If key business risks are not identified and monitored they cannot be mitigated effectively.

**Equality Impact Assessment:** No equality issues identified for this report.

**Impact on Climate Change:** No impacts identified for this report.

#### 1.0 Introduction

- 1.1 Appendix 1 provides Members with details of performance against the Corporate Plan and local service targets for the 2019-20 financial year. The PDG is invited to suggest measures they would like to see included in the future for consideration.
- 1.2 Appendix 2 shows the section of the Corporate Risk Register which relates to the Economy Portfolio. See 3.0 below.
- 1.3 Appendix 3 shows the profile of all risks for the Economy at present.
- 1.4 All appendices are produced from the corporate Service Performance And Risk management system (SPAR).

## 2.0 Performance

- 2.1 An Economic Development Service Update which covers specific projects is a separate item on this agenda.
- 2.2 Regarding the Corporate Plan Aim: **Focus on business retention and growth of existing businesses:** we record **Businesses assisted**; they have to be assisted for a minimum of an hour to be included in this figure.
- 2.3 The GED team is working proactively to bring forward strategic developments and overcome obstacles to development. The team is currently in discussions with all allocated employment site land owners.
- 2.4 Regarding the Corporate Plan Aim: **Improve and regenerate our town centres with the aim of increasing footfall, dwell-time and spend in our town centres:** for **Empty Shops**, the vacancy rates in Tiverton and Crediton are better than this time last year. It should be noticed that the vacancy count is done at the start of each quarter hence the figures for “September” are populated already. The destination website is under construction at present, due to be launched in August.
- 2.5 The first phase of Tiverton Town Centre improvements (moving from masterplanning to delivery); tender was released on 3 July on the South West portal
- 2.6 Progress the East Cullompton Masterplan and vision for the garden village. A report went to Cabinet 30th May on stage 1 public consultation responses, this was noted.
- 2.7 Local Plan update: Planning service is preparing draft main modifications.

## 3.0 Risk

- 3.1 Risk reports to committees include strategic risks with a current score of 10 or more in accordance. (See Appendix 2)
- 3.2 Operational risk assessments are job specific and flow through to safe systems of work. These risks go to the Health and Safety Committee biannually with escalation to committees where serious concerns are raised.
- 3.3 The Corporate risk register is regularly reviewed by Group Managers’ Team (GMT) and Leadership Team (LT) and updated as required.

## 4.0 Conclusion and Recommendation

- 4.1 That the PDG reviews the performance indicators and risks for 2019-20 that are outlined in this report and feeds back any areas of concern to the Cabinet.

**Contact for more Information:** Catherine Yandle, Group Manager for Performance, Governance and Data Security ext 4975

**Circulation of the Report:** Leadership Team and Cabinet Member

## Corporate Plan PI Report Economy

Monthly report for 2019-2020  
 Arranged by Aims  
 Filtered by Aim: Priorities Economy  
 For MDDC - Services

## Key to Performance Status:

Performance Indicators:

No Data

Well below target

Below target

On target

Above target

Well above target

\* indicates that an entity is linked to the Aim by its parent Service

## Corporate Plan PI Report Economy

## Priorities: Economy

Aims: Focus on business retention and growth of existing businesses

## Performance Indicators

Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Businesses assisted</u>	78 (3/12)		250	10	28	33										Adrian Welsh	(June) 3 new business enquires and 5 Existing businesses assisted (MF)

## Aims: Improve and regenerate our town centres

## Performance Indicators

Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Increase in Car Parking Vends</u>	51,931 (3/12)			51,120	51,775	48,697										Andrew Jarrett	
<u>The Number of Empty Shops (TIVERTON)</u>	21 (2/4)		18	n/a	n/a	17	n/a	n/a	20	n/a	n/a	n/a	n/a	n/a	n/a	Adrian Welsh	(Quarter 1) the number of vacant units is 7.1% equaling 17 units. (MF)
<u>The Number of Empty Shops (CREDITON)</u>	8 (2/4)		8	n/a	n/a	6	n/a	n/a	7	n/a	n/a	n/a	n/a	n/a	n/a	Adrian Welsh	(Quarter 1) 5.0% of units vacant. (MF)
<u>The Number of Empty Shops (CULLOMPTON)</u>	7 (2/4)		8	n/a	n/a	12	n/a	n/a	12	n/a	n/a	n/a	n/a	n/a	n/a	Adrian Welsh	(Quarter 1) The number of vacant units within Cullompton is 12 (MF)

## Aims: Other

## Performance Indicators

Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Funding awarded to support</u>	£0 (1/4)		£100,000	n/a	n/a	£10,000	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Adrian Welsh	(Quarter 1) £10,000 bid to Arts Council from Cullompton Town Council (AD) (JB)

**Corporate Plan PI Report Economy**

**Priorities: Economy**

**Aims: Other**

**Performance Indicators**

Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>economic projects</u>																	

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SPAR.net

Print Date: 22 July 2019 10:54

## Economy PDG Risk Management Report - Appendix 2

Report for 2019-2020

For Economy - Cllr Graeme Barnell Portfolio

Filtered by Flag:Include: \* Corporate Risk Register

For MDDC - Services

Filtered by Performance Status: Exclude Risk Status: Low

Not Including Risk Child Projects records, Including Mitigating Action records

### Key to Performance Status:

Mitigating Action:	<b>Milestone Missed</b>	<b>Behind schedule</b>	<b>On / ahead of schedule</b>	<b>Completed and evaluated</b>	<b>No Data available</b>
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Risks:	<b>No Data (0+)</b>	<b>High (15+)</b>	<b>Medium (6+)</b>	<b>Low (1+)</b>
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## Economy PDG Risk Management Report - Appendix 2

**Risk: Economic Strategy** Failure to deliver projects/outcomes in Economic Strategy

Service: Growth, Economy and Development

### Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
Completed and evaluated	Continue to seek out existing and new funding opportunities	To assist in ensuring adequate funding for delivery.	Adrian Welsh	10/06/2019	10/06/2019	Fully effective (1)
On / ahead of schedule	partnership working	Continue to work closely with delivery partners to gain advance warning of difficulties so as to seek to mitigate	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)
On / ahead of schedule	Project Management	Continue rigorous project management, monitoring and reporting	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)

**Current Status: Medium (12)**

**Current Risk Severity: 4 - High**

**Current Risk Likelihood: 3 - Medium**

Service Manager: Jenny Clifford

**Review Note:**

## Economy PDG Risk Management Report - Appendix 2

**Risk: Funding** Insufficient resources (including funding) to deliver growth aspirations of Corporate Plan.

**Service: Growth, Economy and Development**

### Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
On / ahead of schedule	Officers have reprioritised work programmes to explore new funding opportunities	End of European funding sources	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)

**Current Status: High (16)**

**Current Risk Severity: 4 - High**

**Current Risk Likelihood: 4 - High**

**Service Manager: Adrian Welsh**

**Review Note:** Uncertainty as to whether funding will continue in current political climate.

**Risk: Infrastructure delivery** Inability to deliver, or delay in delivering, key transport infrastructure to unlock planned growth

**Service: Growth, Economy and Development**

### Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
On / ahead of schedule	Partnership working with infrastructure providers and statutory bodies	Reduce risk of delays and communication.	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)
On / ahead of schedule	target funding opportunities	To seek to bring forward delivery	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)

**Current Status: Medium (12)**

**Current Risk Severity: 4 - High**

**Current Risk Likelihood: 3 - Medium**

**Service Manager: Jenny Clifford**

**Review Note:**

**Risk: Tiverton Pannier Market** Failure to maximise the economic potential of Tiverton Pannier Market

**Service: Growth, Economy and Development**



## Economy PDG Risk Management Report - Appendix 2

Mitigating Action records						
Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
On / ahead of schedule	Continue to retain and prioritise market budget	To ensure most efficient use of resources	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)
On / ahead of schedule	continue to work with traders on promotion	To increase footfall.	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)
On / ahead of schedule	Implement and review market strategy	Implementation of strategy will increase market's financial success and help fulfill its function as a key driver for the town.	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)
On / ahead of schedule	Masterplan Implementation	To realise benefits from the Masterplan to increase visibility of market and increase footfall.	Adrian Welsh	10/06/2019	10/06/2019	Satisfactory (2)
<b>Current Status: Medium (12)</b>		<b>Current Risk Severity: 4 - High</b>		<b>Current Risk Likelihood: 3 - Medium</b>		
<b>Service Manager: Jenny Clifford</b>						
<b>Review Note:</b>						

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**ECONOMY PDG  
8<sup>TH</sup> AUGUST 2019**

## **REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGNERATION**

### **ECONOMIC DEVELOPMENT SERVICE UPDATE**

**Cabinet Member(s):** Cllr Graeme Barnell

**Responsible Officer:** Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

**Reason for Report:** To update members on progress with Economic Development Service activities.

### **RECOMMENDATION: That the report be noted**

**Relationship to Corporate Plan:** The work of the Growth, Economy and Delivery team supports the corporate objectives for the economy:

- Bringing new businesses into the District
- Business development and growth
- Improving and regenerating our town centres
- Growing the tourism sector.

**Financial Implications:** There are no additional financial implications arising from the report.

**Legal Implications:** There are no legal implications arising from the report.

**Risk Assessment:** There are no additional risks arising from the report other than those inherent in the projects themselves, and these are detailed in the individual project business cases.

**Equality Impact Assessment:** None anticipated

**Impact on Climate Change:** The impact of individual projects on climate change will need to be factored into their business plans.

## **1.0 Introduction**

1.1 This report provides members with an update on the progress of key projects identified in the Council's Economic Strategy Year 1 Action Plan. Following discussion at the Economy Policy Development Group meeting on the 13<sup>th</sup> June, it was agreed to present this information in a table format rather than narrative format to help members track the progress of individual projects. Officers would welcome feedback on this new format and whether it meets members' requirements.

2.0 A summary of the current EDR projects is provided below with a RAG (Red, Amber, Green) status and the key risks / issues relating to that project.

Further details can be found in the annexed table, entitled Economic Development Update.

Theme	Project	Status	Key Risks / Issues
Employment & Skills	<b>Investment and Growth Packages</b>	AMBER	Further work required to identify available support post Oct '19
Employment & Skills	<b>Business Champions Group</b>	AMBER	Lack of appetite from business representatives may hinder its development
Employment & Skills	<b>Incubation Space</b>	GREEN	This project is dependent on developing the right partnerships and identifying funding to deliver this project
Employment & Skills	<b>Business Awards</b>	AMBER	<b>AT RISK</b> - Unless there are sufficient businesses ready to come forward to nominate themselves or sponsor awards the Business Awards cannot go forward this year.
Place	<b>Cullompton Historic England Bid</b>		<b>COMPLETE</b> - If HSHAZ bid is unsuccessful The Council can enter negotiations with Historic England to create a Partnership in Conservation Area scheme (SEP19)
Place	<b>Future High Streets Fund</b>		<b>COMPLETE</b> - Bid Unsuccessful
Place	<b>Crediton and Cullompton Town Centre Partnerships</b>	AMBER	Dependent on willingness of partners to participate
Place	<b>Tiverton Masterplan</b>	AMBER	Stage II consultation expected Sept 2019
Place	<b>Cullompton Masterplan</b>	GREEN	On Track
Place	<b>Shopfront Schemes</b>	GREEN	Dependent on identifying match funding
Place	<b>Destination Website</b>	GREEN	Initially delayed but now ON TRACK for delivery in Sept
Place	<b>Connecting the Culm</b>	GREEN	ON TRACK
Infrastructure	<b>Town Centre Wi-fi</b>	AMBER	Issue: TCP business enthusiasm for the project
Infrastructure	<b>Broadband - Gigabit Voucher Scheme</b>		<b>COMPLETE</b>
Hi-Tech, Innovation and Green Energy	<b>Hydromills Project</b> Tiverton Weir	AMBER	Risk: Environment Agency permissions have been delayed due to further work required Risk: Decisions yet to be made by MDDC as to how the Council wishes to source funding for the project
Agriculture / Food & Drink	<b>Food and Drink Promotional Campaigns</b>	AMBER	Dependant on delivery of the destination website.
Agriculture / Food & Drink	<b>Food &amp; Drink Forum</b>	AMBER	Targeted for Dec 2020
Agriculture / Food & Drink	<b>Local Food and Drink database</b>	AMBER	Linked to destination website

**Contact for more Information:** John Bodley Scott, Economic Development Team  
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**Circulation of the Report:** Cllr Graeme Barnell  
Leadership Team

**List of Background Papers:** None

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	Theme	Econ Strategy Targets	Update 15/07/19	Next Action	Risks / Issues	Status
Employment & Skills	<b>Investment and Growth Packages</b>	Develop a core business support 'offer' by Sept 2019 & develop sector specific investment packages by Apr 2020 (including identifying possible financial incentives)	Team meetings have been held to identify activities that should form part of the support packages	Collation of information about external business support services, factoring in potential changes post-Brexit	Further work required to identify available support post Oct '19	AMBER
Employment & Skills	<b>Business Champions Group</b>	Business Champions Group established by Dec 2019	Only progress so far is our list of strategic businesses for the district	Meetings with the identified business owners to be organised	Lack of appetite from business representatives may hinder its development	AMBER
Employment & Skills	<b>Incubation Space</b>	Develop a detailed business plan by Sept 2019	Currently developing a business case for incubator space and testing the feasibility of site options.	Preparing a business case for each site. There is the potential to bid for funding from the ERDF to support an incubation project (deadline 30th Sept)	This project is dependent on developing the right partnerships and identifying funding to deliver this project.	GREEN
Employment & Skills	<b>Business Awards</b>	To undertake a Mid Devon Business Awards Event by Dec 2019	Reach PLC are engaging businesses to establish their appetite for nominating and possible sponsorship. Reach PLC had a Mid Devon day on Tuesday 9th visiting our larger businesses, industrial estates and high-street shops to establish interest and follow up on leads.	For the event to be viable Reach PLC require 9 award sponsors to support the event. To date they have secured one (in addition to Mid Devon as the main sponsor) with another three possible sponsors not confirmed to date. If Reach PLC secure enough sponsorship and feel enough businesses will nominate against each category the event will take place Thursday 17th October 2019.	<b>AT RISK</b> - NB Unless there are sufficient businesses ready to come forward to nominate themselves or sponsor awards the Business Awards cannot go forward this year.	AMBER
Place	<b>Cullompton Historic England Bid</b>	Develop a partnership scheme with Historic England to commence April 2020	Cullompton High Streets Heritage Action Zone bid submitted on 12th July	<b>COMPLETE</b> - Await decision	If HSHAZ bid is unsuccessful The Council can enter negotiations with Historic England to create a Partnership in Conservation Area scheme SEP19	GREEN
Place	<b>Future High Streets Fund</b>	To submit a Future High Streets Bid for Tiverton (Cabinet decision 16th March)	Future High Streets Fund bid submitted on 22nd March	<b>COMPLETE</b> - Bid Unsuccessful		GREEN
Place	<b>Crediton and Cullompton Town Centre Partnerships</b>	To work with local town centre bodies in Cullompton and Crediton to set up functioning town centre partnerships by April 2020	Crediton - very early discussions on purpose and terms of reference. Cullompton has the Town Team made up of representatives from venues and organisations across the town which has been running for over 5 years. They deliver a number of projects including the food and drink festivals in the highstreet.	In Cullompton it is proposed to have a Town Centre Regeneration Partnership to advise on HAZ bid and masterplanning exercises (Draft TOR to be circulated).	Dependent Willingness of partners to participate	AMBER
Place	<b>Tiverton Masterplan</b>	Deliver early milestones for Tiverton Town Centre Masterplan	Final draft expected 31.07.19.	Stage II consultation expected Sept 2019		AMBER
Place	<b>Cullompton Masterplan</b>	To complete a masterplanning process in Cullompton with adoption in June 2020	Consultants engaged (Allies Morrison). Inception meeting completed 11.07.19.	Masterplanning starting Sept 2019	<b>ON TRACK</b>	GREEN
Place	<b>Shopfront Schemes</b>	Deliver shopfront grant schemes in Tiverton, Cullompton and Crediton	£30,000 S106 funding has been identified to extend the scheme in Tiverton. £20,000 funding for scheme in Cullompton has been written into HSHAZ bid.	Identify match funding to support a shopfront grant scheme in Crediton.	Dependant on identifying match funding	GREEN

Place	<b>Destination Website</b>	Develop a destination website to promote the district by Jun 2019	Funding was not secured until March 19, pushing back the original timescale. The front end of the website has been signed off, staff will be trained to use the software on Wednesday 24 July. Over 40 businesses have signed up to the site already before going live. Update regarding the wider project (Visit Mid Devon): The Facebook page has been running for a couple weeks now with a cross promotional competition for the summer. A guide has been produced by the TIC which will be distributed along the M5 corridor and through the TIC network group.	Continue to build and gather content. Research walking routes. Build rapport with the business community. Finalise legal arrangements with the TIC. Website to go live by Monday 2 September.	Initially delayed but now ON TRACK	GREEN
Place	<b>Connecting the Culm</b>	Deliver three year Interreg funded partnership programme	All Lots have been procured. Project Manager now in post from 1st July. Inception meetings starting to take place.	Commencement of work packages from August onwards.	ON TRACK	GREEN
Infrastructure	<b>Town Centre Wi-fi</b>	Develop a clear project plan for delivering a free public wi-fi network in Tiverton by Sept 2019	Representative of Project Cosmic attended the Tiverton Town Centre Partnership in July. CS now consulting with the group to explore additional functionality that businesses would like from a town centre wifi network	Conclude consultation and develop a tender brief	Managing expectations and addressing some of the negative perceptions of the project from local businesses	AMBER
Infrastructure	<b>Broadband - Gigabit Voucher</b>	Promote Gigabit Voucher Scheme from Jan 2019	Promotional materials produced and Gigabit Voucher Scheme advertised through social media campaign	COMPLETE	COMPLETE	GREEN
Hi-Tech, Innovation and Green Energy	<b>Hydromills Project Tiverton Weir</b>	Deliver a hydro-project on Tiverton Weir by 2022	EA permissions applications paused while additional work undertaken to support the applications. Looking to submit permissions applications for all 3 sites simultaneously.	EA permissions by end Dec; Planning application submitted by end of October 2019	EA permissions may not be granted MDDC may not approve the funding for the project if we are unable to find grant funding to support its delivery.	AMBER
Agriculture / Food & Drink	<b>Food and Drink Promotion</b>	Work with partners to create two Food & Drink campaigns by Jun 2020	This project is linked to the delivery of the destination website We have run a 'Top 10 places to eat Fish and Chip's in Mid Devon' campaign on social media - as part of the National Fish and Chip Day which had a good response from local businesses.	The destination website will provide the platform for hosting our food and drink campaigns. Once the audit has been completed the aim is to produce a number of food trails across the district celebrating our local produce and quality eateries.	Dependant on delivery of the destination website.	AMBER
Agriculture / Food & Drink	<b>Food &amp; Drink Forum</b>	Organise a Mid Devon Food and Drink forum event by Dec 2020	Building the database and contact details in order to reach out to this sector.	Planning this event later in the year. Continue to gather ideas.	Targeted for Dec 2020	AMBER
Agriculture / Food & Drink	<b>Local Food and Drink database</b>	Create a database of local food and drink businesses by Dec 2019	This audit is well underway. We are creating a database of all our local producers, restaurants and cafes, licensed establishments, farm shops, breweries, vinyards etc	To complete the database and map their location for future campaigns	Linked to completion of destination website	AMBER

ECONOMY PDG  
8<sup>TH</sup> AUGUST 2019

## REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGNERATION

### REPORT ON THE HEART OF THE SOUTH WEST LOCAL INDUSTRIAL STRATEGY

**Cabinet Member(s):** Cllr Graeme Barnell

**Responsible Officer:** Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

**Reason for Report:** To inform members about the Local Industrial Strategy being developed by the Heart of the South West LEP and how it relates to Mid Devon focused activities.

#### **RECOMMENDATION: That the report be noted**

**Relationship to Corporate Plan:** The Local Industrial Strategy identifies regional economic growth priorities and opportunities that Mid Devon could exploit to meet the objectives of the economy theme within the Corporate Plan.

**Financial Implications:** There are no additional financial implications arising from the report.

**Legal Implications:** There are no legal implications arising from the report.

**Risk Assessment:** There are no anticipated risks associated with the report

**Equality Impact Assessment:** None anticipated

**Impact on Climate Change:** The LIS has a strong emphasis on the Government's Clean Growth Strategy, which should help to ensure regional support for local activities to address the declared climate emergency.

#### **1.0 Introduction**

1.1 Over the last decade, UK productivity has performed relatively poorly compared with its international competitors. Moreover, the Heart of the South West (HotSW) Local Enterprise Partnership (covering the upper tier/unitary areas of Devon, Somerset, Plymouth and Torbay) is low in the league of productivity performance amongst English LEP areas. The local/regional economy's modest performance constrains current and future living standards.

1.2 In 2018, the HotSW LEP developed a Productivity Strategy. Its aim was to analyse the "productivity gap" and to identify broad policies and actions to reverse the gap. Following on from this piece of work, the LEP has since been developing a Local Industrial Strategy (LIS) which goes into further detail, providing a thread to some specific areas for future investment.

1.3 It is based on three givens and / or needs for HotSW:

- Strong priorities that satisfy government that it has something distinct, long-term and productivity-led to support.
- An aim to double its economy over the next two decades, from a position of virtually full employment.
- A choice of priorities that offer a high productivity, high growth LIS for the LEP's ambitious, yet achievable aspirations.

## **2.0 Wider Context**

- 2.1 The Government's Industrial Strategy Policy Prospectus highlights that Government expects Local Industrial Strategies to be long term, based on clear evidence, and aligned to the national Industrial Strategy. Their focus has to be on maximising improvements to productivity, helping areas to realise their potential, while enabling all communities, whether they be cities, towns or rural, to contribute to and benefit from economic prosperity.
- 2.2 Government has stated that the LIS is not a bidding document, rather it will be used by a range of Government departments when developing policy relevant to the HotSW area. Secondary to that, it will link into the anticipated UK Shared Prosperity Fund (UKSPF) which is planned to replace EU structural funds post-exiting the EU. Few details are known of UKSPF at this stage, or how the LIS will feed into this, and a Government consultation is expected in the near future.
- 2.3 Government have signalled that a LIS should focus on a few of an area's key strengths and opportunities. As such the HotSW LIS will draw from the wider Productivity Strategy which sets out the comprehensive range of priorities that need to be addressed to enable productivity growth and a doubling of the LEP area's economy by 2038.

## **3.0 Key Findings**

- 3.1 The draft document derives three leading areas of local activity that are likely to be innovative, entrepreneurial and competitive, and also distinct, long-term and productive. It identifies core areas for special investment across the HotSW.
- 3.2 The key areas of opportunity are:
- Digital Futures: big data, environmental and health technologies and services, with key assets, such as the Met Office, the Universities and colleges, and NHS facilities in Exeter, East Devon, Teignbridge, Torbay, Plymouth, Taunton, Bridgwater, Yeovil and their hinterlands.
  - High-Tech Engineering: mainly advanced marine and aerospace manufacturing, photonics and defence. There are strategic defence assets in South Somerset and Plymouth. The marine cluster covers businesses along the coasts and inland. Aerospace supply chains run across the LEP area. Photonics is centred on Torbay. There are also areas of high-tech foods, such as agri-tech, across the patch.
  - Clean Energy: associated with technical development for nuclear and offshore renewables, with a hub at the power station site in West Somerset but with wider links (such as defence, construction, medicine

and decommissioning for skills, technology and potential export services elsewhere) in chains from Bridgwater to Plymouth and Yeovil to Barnstaple. Offshore renewables provide a link to the coastal and other marine activity centres across South and North Devon.

- 3.3 There is a significant focus on the government's Clean Growth strategy, which underpins activities from all of the identified areas for productivity growth. The document also explores the development of supply chains for the above sectors and recognises that businesses from across the whole HotSW area who are part of their supply chains contribute significantly to the growth of their sectors.

#### **4.0 Relevance to Mid Devon**

- 4.1 Despite government assertion that the LIS will not be a bidding document, it clearly demonstrates the sectors which the LEP is minded to promote for government support in order to meet its long term objectives.

- 4.2 It is therefore positive that Mid Devon's local Economic Strategy identifies green-tech, agriculture and food and drink as significant sectors for the district, and that these closely align with two of the LIS priority areas.

- 4.3 The fact that the Clean Growth agenda affects every element of the LIS, also bodes well for Mid Devon, particularly regarding our declared climate emergency. Green initiatives, and efforts to decarbonise industry and various development projects (such as the Culm Garden Village) should be well supported as a result of this strong alignment with the LEP.

- 4.4 Furthermore, the document's focus on supply chain development as a means of boosting productivity could also favour the Mid Devon business community. The aerospace sector, for example, has a supply chain which spans the entire LEP area, and includes businesses such as Heathcoat Fabrics and Graphic Plc.

- 4.5 Once the document has been finalised, MDDC will be able to explore opportunities to work collaboratively with authorities and their business clusters to bring their expertise into local projects. An example of this could be to look at the role that photonics can play in some of our larger development projects such as Culm Garden Village or Eastern Urban Extension.

- 4.6 Below is a link to the draft 'Heart of the South West: Local Industrial Strategy':

<https://heartofswlep.co.uk/wp-content/uploads/2019/07/6.1-HotSW-LIS-Full-draft-17-07-2019-LEP-Board-Jul19.pdf>

**Contact for more Information:** Chris Shears, Economic Development Officer  
01884 244646 [cshears@middevon.gov.uk](mailto:cshears@middevon.gov.uk)

**Circulation of the Report:** Cabinet Member  
Leadership Team

**List of Background Papers:** None

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**ECONOMY PDG  
8<sup>TH</sup> AUGUST 2019**

## **REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGENERATION**

### **CONNECTING THE CULM PROJECT**

**Cabinet Member(s):** Cllr Graeme Barnell  
**Responsible Officer:** Mrs Jenny Clifford, Head of Planning and Regeneration

**Reason for Report:** To inform members of progress with the Connecting the Culm Project

### **RECOMMENDATION: That the contents of the report be noted**

**Financial Implications:** The Council has committed £33k from Government capacity funding for the Culm Garden Village as match funding to undertake a whole river catchment study of the River Culm. The whole river catchment study is considered an important part of the evidence base for that project. And will support strategic planning for the Culm Garden Village development.

**Legal Implications:** There are no legal implications for the Council as the project is being managed by Devon County Council as the local partner and accountable body.

**Risk Assessment:** The project has its own risk assessment which forms part of the detailed project business plans. No direct risks to the Council have been identified.

**Equality Impact Assessment:** The project has its own equality impact assessment which forms part of the detailed project business plans

**Impact on Climate Change:** The project will be modelling the effect of climate change on the Culm Catchment. One of the purposes of the project is to help mitigate against extreme weather events, both extreme rainfall, and extreme drought, and the knock effects on biodiversity. The project focuses on introducing natural flood management rather than hard engineering solutions.

**Relationship to Corporate Plan:** The project will support the corporate objectives of:

- Facilitating the housing growth that Mid Devon needs
- Planning and enhancing the built environment
- Protecting the natural environment

### **1.0 Introduction**

At the meeting of the Economy Policy Development Group on the 13<sup>th</sup> June, members asked that:

- a) An update on this project be brought to the next meeting including a timetable showing the key steps involved and that all Members in the Culm catchment area be copied into this whether or not they were on this Group.

- b) The Economic Development Team Leader collate a list of Members' concerns so that evidence could be brought to the attention of the relevant authorities.

## 2.0 Update on the Connecting the Culm Project

The Connecting the Culm project effectively started on the 1<sup>st</sup> July with the appointment of the Project Manager, Steven Johnson. He will be giving regular updates on the project and his July briefing is attached as annex 1 for reference. In summary, each of the work packages making up the project have been procured and project activities will be starting in the next couple of weeks once inception meetings have taken place.

## 3.0 Timetable of key outputs and milestones

At the last Economy PDG members asked for more details on the activities and timescales for the project. For the purpose of procuring specialist support to undertake the various elements of the project, the project activities have been divided into seven lots.

**Lot 1 – ‘Co-creation Specialist’** – This includes the community engagement elements of the projects. This will involve workshops and events with community and specialist stakeholders to understand the local context and engage with residents on local flooding and climate change with the purpose of developing with landowners and communities ('co-creation') appropriate nature based solutions for potential flooding events.

<b>Lot 1 - Key Output and Milestones</b>	<b>Timescale</b>
1. Develop Stakeholder Engagement Plan and peer review	Jul-Dec 2019
2. Co-Adapt 'Adaptive Pathways' seminar (UK)	Jul 2019
3. Working with 900 people across Culm catchment	Jul 2019 -Jun 2022
4. Education programme as part of co-creation	Jan 2020 – Sep 2021
5. Involving people in nature based/natural process solution interventions	Aug 2020-Jul2022
6. Involving 100 people in volunteer monitoring including establishing the projects 'River Watch' scheme.	Oct 2021-Jun 2022
7. Contributing to the production to the 25-year Blueprint for the Culm and Co-creation manual	Jul 2019 -Jun 2022

**Lot 2 – Whole catchment study** of the River Culm and its tributaries and associated waterways – including detailed hydrological and hydraulic modelling of different rainfall scenarios based on projected changes to the climate taking into account the current understanding of climate change, and modelling the effect of changes in agricultural practice and housing developments. It will also demonstrate where interventions are best placed to have the greatest effect in reducing peak water flows.

<b>Lot 1 - Key Output and Milestones</b>	<b>Timescale</b>
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1. Contract Awarded & Work Commences	July 2019
2. Co-Adapt 'Adaptation Pathways' seminar	July 2019
3. Co-Adapt Transition Roadmaps and Spatial Planning seminar	Oct 2019
4. Detailed modelling	July 2019 – Mar 2020
5. Long-term Spatial Vision for the Culm	Nov 2019–(Sept 2020)
6. Contract Complete	Mar 2020

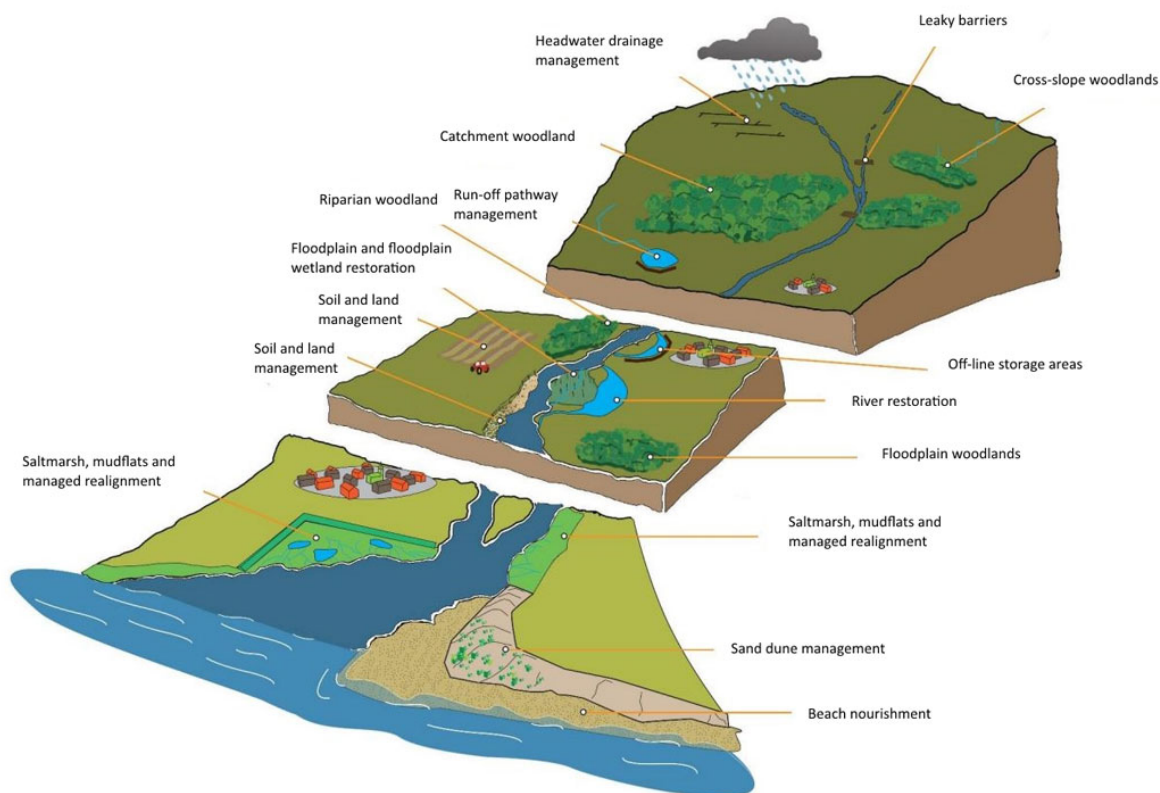
**Lot 3 – Hydrological Monitoring** – to provide baseline and ongoing monitoring of hydraulic change, soil infiltration and storage, sediment and water quality, effects of low flow and effects on groundwater levels.

<b>Lot 3- Key Outputs and Milestones</b>	<b>Timescale</b>
1. Extent of contract	Sep 2019 – Jun 2022
2. Review existing data collection, monitoring techniques and active monitoring stations on the Culm and collect and analyse historic data.	Sep 2019 – Dec 2019
3. Install additional baseline monitoring stations at key points if required	by end of 2019
4. Develop a monitoring regime for the Culm 5. Work directly with EA specialists and with Project Partners in Co-Adapt in developing the monitoring regime 6. Design monitoring systems that match the outcomes that the CTC project seeks, specific to the Culm catchment and to the emerging needs of the project as the project develops.	by Oct 2020
7. Install monitoring systems once these have been agreed.	Oct 2020 - Feb 2022.
8. Work with the Project Team to Recruit and train 100 volunteers for the CTC "River Watch" scheme	Start Oct 2021
9. Contribute towards the evaluation of the project and the development of Toolkits, on-line resources and other forms of dissemination	ongoing throughout contract

**Lot 4 – Co-creation Evaluation Work** – evaluation of the success of community engagement and 'co-creation' of nature based solutions

<b>Lot 4 – Key Outputs and Milestones</b>	<b>Timescale</b>
1. Develop evaluation plan and methodology with project team	Jul-Dec 2019
2. Co-Adapt 'Adaptation Pathways' seminar	July 2019
3. Establish a baseline to assess current levels of community engagement across the Culm catchment in terms of flooding and climate change.	Jul-Dec 2019
4. Undertake on-going evaluation and monitoring of key audiences/ stakeholders through project events and activities	Jan 2020-Jun 2022
5. Yr1 evaluation report with recommendations	Dec 2019
6. Yr 2 evaluation report with recommendations	Dec 2020
7. Yr 3 evaluation report with recommendations	Dec 2021
8. Final evaluation report	Jun 2022

**Lot 5 – Nature Based Solutions Specialist** – to work with landowners and community stakeholders to identify appropriate interventions for natural flood management in the three demonstration areas, including individually or in combination interventions such as tree planting, leaky dams, attenuation features, woodland management, mire restoration, and floodplain reconnection.



*Examples of Natural Flood Management Interventions*

<b>Lot 5 - Key Outputs &amp; Milestones</b>	<b>Timescale</b>
1. Engaging landowners across the Culm catchment	Jul 2019 - Jun 2022
2. Feed into Whole Catchment Study & modelling	Jul 2019 - Mar 2020
3. Co-Adapt 'Adaptive Pathways' seminar (UK)	Jul 2019
4. Co-Adapt Transition Roadmaps and Spatial Planning seminar (EU)	Oct 2019
5. Initial nature based/natural process solutions options appraisal	Jul 2019 -Dec 2019
6. Detailed design by co-creation	Jan 2020 - July 2020
7. Detailed technical design	July 2020 - Sep 2020
8. Construct nature based/natural process solution interventions	Aug 2020 -Jun 2022
9. Involving people in nature based/natural process solution interventions	Aug 2020 - Jun2022
10. Production to the 25-year Blueprint for the Culm / Co-creation manual	Jul 2019 -Jun 2022

**Lot 6 – Education Specialist** – to create educational materials and work with schools in the area to raise awareness of the issues and engage children with the issues of climate change and the process of natural flood management.

<b>Key Outputs and Milestones</b>	<b>Timescale</b>
8. Co-Adapt ‘Adaptive Pathways’ seminar (UK)	Jul 2019
9. Develop education program, materials/resources and liaise with schools	Jan - Apr 2020
10. Deliver education programme as part of co-creation	May 2020 - Jul 2021
11. Produce report as contribution to the 25-year Blueprint for the Culm / Co-creation manual	Jul-Sep 2021

**Lot 7 – Habitat Restoration Monitoring** – to measure the baseline state and change to habitats within the three demonstration sites.

<b>Lot 7- Key Outputs &amp; Milestones</b>	<b>Timescale</b>
12. Collate existing baseline data	Jul 2019 - Jun 2020
13. Produce report to feed into whole catchment study	Dec 2020
14. Liaise with CTC project team to recruit survey volunteers, design volunteer survey methodology	July 2019 onwards
15. Monitoring habitat restored/ re-created	Jun 2020 – Jun 2022
16. Final report	June 2022

Details of each of these packets of work are contained in the procurement documents, which have been printed off and are available in the members room. The overall timetable and gantt chart for the project is provided as annex 4.

#### 4.0 Collating Concerns

As requested, the Economic Development Team Leader will collect together specific issues that members would like to see addressed through this project. These will feed into the development of a Blueprint for whole catchment management, which is one of the final outputs of the three year project. There will be further opportunities to raise specific concerns relating to the River Culm through the stakeholder events and workshops which will be taking place from January 2020 onwards. It is proposed that there should be stakeholder groups in each of the three project areas, the Upper Culm, Mid-Catchment (around Cullompton) and Lower Culm and the names of District Councillors have been included in the stakeholder list which is being collated to inform these groups.

**Contact for more Information:** John Bodley Scott, 01884 234363  
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**Circulation of the Report:** Cllr Graeme Barnell

**List of Background Papers:**

Annex 1 – July Briefing Note from Project Manager  
Annex 2 – Project Plan and Gantt Chart

### **Briefing Note: July 2019**

Connecting the Culm has been developed by a partnership of organisations including Devon County Council, Environment Agency, Mid Devon District Council and National Trust and will be led by the Blackdown Hills Area of Outstanding Natural Beauty (AONB). The project is starting in earnest July 2019, and has funding for three-years, including 40% from partner contributions and 60% funding from the European Regional Development Fund, through the Interreg 2 Seas programme.

The aims of Connecting the Culm are to help the River Culm and its catchment adapt to climate change by: improving resilience to flood and drought, improving water quality, supporting biodiversity and habitat, and involving local people and organisations in the process of developing solutions.

Connecting the Culm is part of Co-Adapt, a €7million project involving eight European projects (including three in England). The Co-Adapt projects will encourage local communities and key organisations to work collaboratively to 'co-create' solutions which improve resilience to climate change.

**As of July 2019, the team who will be delivering the project are in place, including over £460k of contractor services, following a recent round of procurement.** Steven Johnson has been appointed as Connecting the Culm project manager and will lead the team of contractors who will focus on specific areas:

- **Westcountry Rivers Trust** will be leading the development of nature-based solutions for the river catchment. They will also be undertaking hydrological monitoring, and evaluating the co-creation achieved through the project.
- **JBA Consulting** will be undertaking a whole catchment study, including modelling and analysis to produce a tool which will support sound decision making. This aims to identify opportunities and constraints for the design of nature-based solutions, improve understanding of how different climate scenarios will impact the river catchment, and inform long-term planning.
- **Groundwork** will be leading the co-creation elements of the project, including engaging the public, organisations and stakeholder groups to take an active role in the development of solutions.
- **Catherine Farnell** will be leading education elements of the project, including engaging with local schools to improve understanding of the water environment and the impacts of climate change
- **Devon Biodiversity Records Centre** will be monitoring biodiversity and informing nature-based solutions for the protection and restoration of habitat in the catchment

Please contact Steven Johnson ([steven.johnson@devon.gov.uk](mailto:steven.johnson@devon.gov.uk)) with any queries and see <https://blackdownhillsaonb.org.uk/connecting-the-culm/> for project updates.

