

Public Document Pack

Mid Devon District Council

Economy Policy Development Group

Thursday, 29 September 2022 at 5.30 pm
Exe Room, Phoenix House, Tiverton

Next meeting
Thursday, 10 November 2022 at 5.30 pm

PLEASE NOTE: - this meeting will take place at Phoenix House and members of the Public and Press are able to attend via Zoom. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

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Meeting ID: 813 8299 1564
Passcode: 574638

Membership

Cllr J Buczkowski
Cllr Mrs C Collis
Cllr N V Davey
Cllr R J Dolley
Cllr J M Downes
Cllr Mrs S Griggs
Cllr R F Radford
Cllr A Wilce
Cllr J Wright

AGENDA

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 **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
- 3 **Declaration of Interests under the Code of Conduct**
To record any interests on agenda matters.
- 4 **Minutes** (*Pages 5 - 12*)
To consider whether to approve the minutes as a correct record of the meeting held on 26 May 2022.
- 5 **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
- 6 **New Tiverton Shopfront Enhancement Scheme** (*Pages 13 - 22*)
To receive a report from the Director of Place informing Members about the new Tiverton Shopfront Enhancement Scheme in October / November 2022 and requesting approval for the revised Scheme.
- 7 **Economy Development Team update** (*Pages 23 - 28*)
To receive a report from the Director Place updating Members on activities undertaken by the Economic Development Team during the last quarter.
- 8 **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:
 - Draft budget for 2023/2024
 - Economic Development Team Update
 - Economic Recovery Plan (tbc)
 - Market Environmental Strategy (tbc)

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

Stephen Walford
Chief Executive
Wednesday, 21 September 2022

Meeting Information

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Zoom.

If you want to ask a question or speak, email your full name to Committee@middevon.gov.uk by no later than 4pm on the day before the meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will ensure the meeting runs as smoothly as possible.

If you would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on:

E-Mail: slees@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **ECONOMY POLICY DEVELOPMENT GROUP** held on 26 May 2022 at 5.30 pm

Present

Councillors

J M Downes (Chairman)
J Buczkowski, S J Clist, Mrs C Collis,
N V Davey, R J Dolley and R F Radford

Apologies

Councillors

Mrs S Griggs and J Wright

Also Present

Councillors

Mrs C P Daw and B A Moore

Also Present

Officers

Stephen Walford (Chief Executive), Andrew Jarrett (Deputy Chief Executive (S151)), Richard Marsh (Director of Place), Karen Trickey (District Solicitor and Monitoring Officer), Matthew Page (Corporate Manager for People, Governance and Waste), Adrian Welsh (Strategic Manager for Growth, Economy and Delivery), Paul Deal (Corporate Manager for Finance), John Bodley-Scott (Economic Development Team Leader), Jason Berry (Economic Development Project Manager), Nicola Cuskeran (Interim Corporate Performance Manager & Safeguarding Officer), Tina Maryan (Area Planning Officer), Christie McCombe (Area Planning Officer), Sally Gabriel (Member Services Manager) and Sarah Lees (Member Services Officer)

1 ELECTION OF CHAIRMAN (CHAIRMAN OF THE COUNCIL IN THE CHAIR)

RESOLVED that Cllr J M Downes be elected Chairman of the Economy Policy Development Group for the municipal year 2022/2023.

2 ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr N V Davey be elected Vice Chairman of the Policy Development Group for the municipal year 2022/2023.

3 APOLOGIES AND SUBSTITUTE MEMBERS

Apologies were received from Cllr Mrs S Griggs and Cllr J Wright, who was substituted by Cllr S Clist.

4 PUBLIC QUESTION TIME

There were no members of the public present and none had registered to ask a question in advance.

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

No interests were declared under this item.

6 **MINUTES**

The minutes of the meeting held on 17 March 2022 were confirmed as a true and accurate record and signed by the Chairman.

7 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had the following announcements to make:

- He informed the Group that item 13 on the agenda, 'Revenue and Capital Outturn Report for 2021-2022', would be taken as the first item of business.
- He requested that all future items on the agenda explain what part of the Corporate Plan they relate to.

8 **START TIME OF MEETINGS FOR 2022/2023**

It was **AGREED** that the start time of meetings for the remainder of the municipal year should remain at 5.30pm.

9 **REVENUE AND CAPITAL OUTTURN REPORT FOR 2021 - 2022 (00:10:00)**

The Group had before it, and **NOTED**, a report * from the Deputy Chief Executive presenting the Revenue and Capital Outturn figures for the financial year 2021/22 for both the General Fund (GF) and the Housing Revenue Account (HRA).

The Corporate Manager for Financial Services outlined the contents of the report and explained that the general fund underspend of £29k was an excellent return and showed a good degree of financial forecasting.

Consideration was given to:

- Reduced levels of income due to the pandemic including car parks, leisure and business rates.
- The reduction in levels of Government funding received for the Council.
- Higher contract staffing levels due to sickness and unfilled vacancies.
- The significant grants provided by the Government which were passed onto residents.
- The movement of reserves remained 10% above the minimum agreed by the Cabinet.
- The Treasury position had shown a greater return than forecasted.

The Chairman passed on the thanks of the PDG to the Revenue and Benefits team for all their work in redistributing the Government grants in such a timely manner. He also thanked the Finance team for their hard work in bringing the budget in as close to target as possible given the extremely challenging circumstances.

Note: *Report previously circulated and attached to the minutes

10 UK SHARED PROSPERITY FUND UPDATE (00:15:00)

The Group had before it, and **NOTED**, a report * from the Director of Place providing Members with information regarding the UK Shared Prosperity Fund (UKSPF) government report (launched in April 2022) and the amount of funding allocated to Mid Devon. The report also outlined a way forward with regard to the formulation of the required Investment Strategy to inform Mid Devon's UKSPF planned expenditure.

The following was highlighted within the report:

- This was a crucial source of funding which was part of the Government's 'Levelling Up' agenda.
- The Council's allocation was just over £1m and would be spread over 3 years.
- An investment plan would need to be drawn up by 1st August 2022 and then approved by Government.
- A stakeholder group had been established to support the development of the MDDC investment plan.
- Preliminary feedback was given from recent networking events and a job fair.
- The Council was working closely with Devon County Council in what was an evolving process and still in the early stages of development.
- It was hoped economies of scale could be achieved across the authorities involved.

The Chairman stated that whilst this was not as much funding as had been hoped for (and was spread over 3 years) even small amounts could be beneficial and the Council needed to ensure the funding received was used to best effect across Mid Devon.

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

11 JUNCTIONS 27 AND 28 FOCUS (00:21:00)

The Group had requested at the previous meeting that they receive information with regard to possible development opportunities at J27 and J28 on the M5 and that a discussion take place thereafter. The Chairman asked that the Group be given a steer from officers as to what it could do to help facilitate progress in this area going forwards.

In order to facilitate discussion the Group received two presentations:

Firstly from the BE Group presenting the 'Culm Employment and Skills Strategy':

- The BE Group had been commissioned to undertake an in depth study which could feed into the Masterplan.
- A base line analysis had been undertaken which provided information in relation to potential opportunities. This included an assessment of industrial property demand where unfortunately opportunities were limited at the current time.
- Green construction and greener energy opportunities were an attractive option given the good connectivity within the area. There was a potential to attract high value investment in this area.

- Liaison with local colleges was taking place in order to provide the necessary skills.
- There was an increase in demand for more energy efficient buildings.
- Age related care facilities were also identified as an important opportunity providing employment and support for the local community.
- Business start-up facilities and on going support was crucial.
- Since the pandemic the whole dynamic of office working had changed in terms of the need, scale and type of office space required by businesses. One advantage of this was more home working and the need for employees to travel less to the larger cities.

Consideration was given to:

- Higher costs involved in greener construction and would these be passed on to businesses?
- The need for substantial infrastructure improvements which were always extremely expensive. A 'cocktail' of funding would be required to support delivery of such interventions.
- The need, already identified by the PDG, for more incubator / start up space within the district.
- Development was needed for the benefit of Cullompton as a whole.
- A strong desire for development not to take place in a piecemeal fashion.
- 'Green retro fitting' would need circa 2500 employees, currently there were circa 40, this presented an exciting opportunity for colleges to offer training opportunities.
- The study will be extremely helpful in shaping the Garden Village scheme, its relationship with Cullompton and the need for it to be holistic in nature.
- Small scale units and incubation space was perceived to be vital to its success.
- The Garden Village had the benefit of a nearby town centre, it would support growth in the district, it would provide an opportunity to develop our own businesses and if employment could be increased it would reduce the amount of commuting outside of the district.

It was **AGREED** that the Economic Development team should undertake some focused work to consider what MDDC might do to support the development of small scale industrial units, incubation space and other economic development initiatives in Cullompton and the wider Mid Devon district.

The second presentation was provided by the Eden Project, the key highlights of which were as follows:

- Original proposals had changed due to the pandemic. Land ownership had also changed in some locations.
- Consideration is being given to identify trends in the way people were living their lives and how they were spending their money.
- This was significant site with anybody travelling to Cornwall having to pass by it.
- Local businesses, such as food producers, could be heavily promoted.
- Respect would be maintained for the landscape.
- There was a potential to provide a service station 'for the future'.

- Electrification and renewable energy would be a significant factor within the development.
- A workshop was planned to look at the Masterplan and the technical implications of the proposals, a public consultation exercise would take place after that.
- The Project team were keen to hear from Mid Devon elected Members regarding their views on development ideas and encouraged them to engage with the Project team.

Consideration was given to:

- The lack of adequate infrastructure, for example, highways and public transport, as expressed following the previous presentation and the costs involved in correcting this.
- Whether adequate facilities could be provided for significant numbers of lorry drivers.
- Changes in what was being proposed now compared to previous proposals.
- The effect upon Tiverton traders and would development affect the number of people visiting Tiverton?
- A new Local Plan was being developed which could facilitate some of these new ideas albeit existing Local Plan provisions were still in place.

It was **AGREED** that once progress had been made in the development of proposals, the necessary parties return to update the Group as it was keen to support projects that would bring an economic benefit to the residents of Mid Devon.

Notes: (i) Cllr R J Dolley declared a personal interest in that he sponsored three sports clubs in Cullompton. He also stated that he knew people who owned land in Sampford Peverell.

12 **WORK PROGRAMME AND POLICY DEVELOPMENT FOR 2022/2023 (01:39:00)**

The Group had before it a report * from the District Solicitor and Monitoring Officer setting out the role of the PDG including the results of the residents survey and the current work programme.

It was explained that this was an opportunity for the Group to focus on the areas that fell under its remit and to specifically identify areas of work that it wanted to focus on bearing in mind the feedback from the residents survey.

Discussion took place with regard to:

- How the Group had changed its focus from merely receiving reports for information to being more proactive in its approach.
- The need for the work programme to be strongly linked to the Corporate Plan at all times.
- The results of the residents survey and the areas falling under the responsibility of the group particularly, tourism, car parking and support to businesses.

It was **AGREED** that the Group should receive a quarterly update on the work programme and that discussions take place with the relevant officers to ensure key

elements with the survey results feature in the work programme going forwards. Also that consideration be given to the impact of second homes and Council Tax.

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

13 **CORPORATE PLAN MID POINT REVIEW (01:46:00)**

The Group had before it a report * from the Chief Executive considering the progress against delivery for the Corporate Plan at its midway point. This had previously been presented to the Cabinet on 5 April 2022. Feedback was now being sought from Policy Development Groups in order to inform an update to the Cabinet in July.

The Chief Executive explained that the Corporate Plan had been agreed just prior to the pandemic and therefore it was not as far along as originally hoped but that some progress had been made. He informed Members that it was now prudent to revisit the plan to establish what could be realistically be completed in the timeframe to 2024.

The following issues were identified:

- The Corporate Plan was a vital document setting out what the Council wanted to achieve. Resources, including officer time, needed to be used to best effect in order to achieve the aims identified within it.
- The challenges presented as a result of the pandemic and the current and future 'cost of living crisis' upon the Council being able to achieve its goals whilst supporting its local residents suffering financial hardship.
- There was a lack of desire to remove ambitions from the Corporate Plan even providing for these challenges.
- Staff turnover at 20% and the challenges this presented.
- High energy costs affecting local businesses and whether or not they could survive.

It was **AGREED** that the Economic Development team would make contact with businesses to gain an understanding of the effect of increased energy costs upon them so that a body of evidence could be built up to inform debate with Government.

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

14 **TEAM WORK PROGRAMME UPDATE (02:07:00)**

The following update was provided by way of presentation on the work of the Economic Development team since the last meeting:

- Up to Easter the ED Team had been fully engaged in managing and delivering the Covid-related Business Grants, with a total of £1.97 million of grants being distributed to struggling businesses in the last round of funding.
- Since Easter members of the team had been re-engaging with ED projects.
- Tiverton Job Fair, 25th May – a joint project with Tiverton JobCentre Plus (DWP) to provide a job fair at Tiverton Market for local employers and job-seekers.
- Tiverton Public Realm – Phase 1 – signposting.

- Cullompton Heritage Action Zone (HAZ) – concept design for public realm enhancements approved for consultation by Cabinet; distribution of first grants.
- Initial Asylum Seekers Accommodation at Tiverton Hotel – coordination of Community Support for 70 asylum seekers.
- Household Support Fund, £144k distributed to Households in need between October 21 and end of March 2022.
- Household Support Fund Mark 2 – (now supported by Revs and Bens team).
- Homes for Ukraine – current work – facilitating wraparound support from VCSE for Ukrainian guests.
- Visit Mid Devon – Leisure, Tourism & Hospitality Business event on 18th May. Very useful presentations on digital marketing, the benefits and opportunities for shorter food supply chains. Also, tourism recovery and the future of tourism in the south west.

Consideration was given to the language issues faced by Ukrainian guests and the apps available via the internet and iPhones to help with this. The majority wanted to work and become independent.

15 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING (02:23:00)**

It was **AGREED** that items for the next and future meetings should be informed by the discussions this evening, by current priorities and always be linked to the aims of the Corporate Plan.

(The meeting ended at 7.55 pm)

CHAIRMAN

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**ECONOMY PDG
15 SEPTEMBER 2022**

NEW TIVERTON SHOPFRONT ENHANCEMENT SCHEME

Cabinet Member(s): Cllr Richard Chesterton, Cabinet Member for Planning and Economic Regeneration

Responsible Officer: Richard Marsh, Director of Place

Reason for Report: The purpose of this report is to inform Members about the new Tiverton Shopfront Enhancement Scheme launching in October / November 2022 and to request approval for the revised Scheme.

Recommendation: That the new Tiverton Shopfront Enhancement Scheme be approved and three Tiverton Ward Members be nominated to be part of the Funding Panel for the Scheme.

Financial Implications: There are no significant financial implications of continuing the Scheme as there is £31,314.50 funding committed and earmarked from the S106 Agreement with Lidl towards a shopfront enhancement scheme in Tiverton. There is a staffing resource requirement to administer the scheme which will be met through existing provision.

Budget and Policy Framework: S106 funding is often negotiated as part of agreements for new retail developments that might have an effect on the town centre. The Mid Devon Economy Strategy includes the objectives of “towns and villages are vibrant, prosperous and have a positive atmosphere”; the shop front enhancement scheme will help to maintain the competitiveness of retailers within the town centre. It will also help achieve key outcomes for Place as outlined in the Economy Strategy.

Legal Implications: The previous schemes have received approval from Legal Services and the revisions to this Scheme are minor changes that do not alter the main criteria and are in line with recommended best practice. Therefore, it is not considered that there are not any significant legal implications of continuing the Scheme.

Risk Assessment: It is not envisaged that there are any significant risks with regard to continuing with this scheme. There is a risk that by not continuing with the shopfront enhancement scheme that the appearance of Tiverton town centre could be compromised and this in turn could affect the success of the local economy. The S106 money must be spent or contractually committed within ten years of receipt. The funding was received in 2021, so with nine years remaining, there is a low risk of the funding being returned. However, delays in delivering the scheme may have a negative impact on the Council's reputation.

Equality Impact Assessment: The grant guidelines and criteria protect applicants and the Council by ensuring a consistent and fair approach to all applications based purely on the strength of the Scheme rather than anything relating to the applicant.

Relationship to Corporate Plan: This supports the Corporate Plan priority of ‘Economy’, in particular: “Identify strategic and tactical interventions to create economic and community confidence and pride in the places we live. This includes a continued focus on Town Centre Regeneration”.

Impact on Climate Change: No direct impacts anticipated.

1.0 Introduction/Background

- 1.1 It is recognised that the visual attractiveness of a town centre is an important element in consumers' choices about where to shop and spend leisure time. The state of repair and decorative condition of shopfronts is an important element of this visual impact and therefore a major contributor to a town's vitality and economic success.
- 1.2 Over the past few years, the Council has administered several shopfront enhancement schemes across the District: in Crediton (2002-2005) as part of a Heritage Economic Regeneration Scheme, in Cullompton (2011-present) as part of a scheme to support the regeneration in the town centre and more recently as part of the Heritage Action Zone project, and in Tiverton (2015-2020) as part of the High Street Innovation Fund. Tiverton's previous scheme ended when the funding was fully awarded in 2020. A report came to Economy PDG in January 2019 supporting the reinstatement of shopfront enhancement schemes for the three main market towns in the District. We have a current Scheme running in Cullompton, we will launch the Scheme in Tiverton later this year and assuming the Shared Prosperity Fund Bid is approved there are plans to also launch a Scheme in Crediton.
- 1.3 The Growth, Economy and Delivery Team recognises the value of shopfront enhancement schemes in maintaining the visual attractiveness of town centres, supporting the preservation of conservation areas and as a means of engaging with business owners and encouraging them to update and redecorate their properties at a time when they are potentially experiencing financial difficulties and therefore less likely to invest in their properties. With businesses still recovering from the impact of the pandemic, the economic challenges facing retailers are increased further with the recent inflation rises and the subsequent cut on spending due to customers having less disposable income. Therefore, it is even more opportune to launch this scheme to support our businesses.
- 1.4 We have secured allocated funding in the S106 Agreement with Lidl to run a new Shopfront Enhancement Scheme in Tiverton and are ready to launch this new Scheme in October / November 2022 under the umbrella of the Love Your Town Centre Funding scheme and run it until March 2025.

2.0 Scheme Process and Criteria

- 2.1 Using experience and feedback from the previous schemes, we have updated the criteria for Tiverton Shopfront Enhancement Scheme to bring it in line with other similar grants and practice under the Love Your Town Centre Scheme. The main criteria points are highlighted below:

- The scheme will offer a single grant of up to £2,500 with the requirement for 50% match-funding of the total project costs.
 - There will be an open-application style approach with no set deadlines throughout the year, meaning applications will be determined on their own eligibility and merit on a first-come, first-served basis. This is in anticipation of heavier demand in year one and ensuring we can maximise the benefit of the scheme quickly and support as many businesses as possible at the time of their need. However, as the Scheme is intended to run for three years, we will cap the Scheme initially to £15,000 in year one and then review the cap for year two.
 - Particularly in response to previous requests from businesses and feedback from Members, we are extending the Scheme to allow applications from upper-floor/basement businesses to improve their signage and visibility from the front of the building. Therefore, instead of just 'shopfronts', the Scheme will now support enhancement work for anything that faces the street as long as it has a street-level repair need and relates to the commercial usage of the building. In some cases, the rear of buildings are the sides that face the street, therefore applications will be determined on a case-by-case basis against this criteria.
- 2.2 The launch of the Scheme will follow a Communication Plan to ensure that the businesses within the Town Centre boundary are informed.
- 2.3 As with the previous Scheme, a Funding Panel will be set up consisting of the Scheme Administrator (the Growth and Regeneration Officer for Tiverton), a Conservation Officer (or other suitable representative) and three Tiverton Ward Members. The role of the Panel is to ensure that decisions are made in accordance with the criteria and to act as ambassadors for the Scheme in Tiverton.
- 2.4 Following the end of each financial year, a summary report outlining how the funding has been used will be presented to the Economy PDG for their information.
- 2.5 The Growth, Economy and Delivery Team is therefore seeking approval for the new Scheme and the nomination of three Member representatives to sit on the Panel.

Contact for more Information: Zoë Lentell, Growth and Regeneration Officer, 01884 234298, zlentell@middevon.gov.uk

Circulation of the Report: Cabinet Member seen and approved [yes/no – name of Cabinet Member], Cabinet, Leadership Team seen and approved [yes/no]

List of Background Papers:

- New Tiverton Shopfront Enhancement Scheme Criteria
- Tiverton Town Centre Boundary Map

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TIVERTON SHOPFRONT FACELIFT

GRANT SCHEME CRITERIA



THE SCHEME

The Council has allocated funding for the purpose of making grants towards the cost of improving commercial buildings within Tiverton Town Centre. These notes are for the guidance of applicants seeking such assistance under the scheme.

1 Eligible Buildings and Applicants

- 1.1 Buildings eligible for grant assistance from the Council are commercial buildings that are situated within Tiverton Town Centre within the area on the attached map.
- 1.2 Applicants may be either the freehold owner or lessee; short hold tenants may also apply. Tenants of District Council-owned premises are eligible for grant assistance only where the proposed work is not the responsibility of Mid Devon District Council as landlord.
- 1.3 Small or micro businesses are eligible and all charities and social enterprises. Retail, cafés, restaurants, pubs, financial/professional services, tourism and leisure are eligible. Other cases will be considered on their merits.
- 1.4 As long as individual buildings meet the eligibility criteria, there are no rules limiting a) the number of buildings owned by a single landlord within the town or b) the number of buildings within a street or area of the town centre to receive a grant. Every application for a separate shop-front unit will be looked at on its own merits.
- 1.5 This is a limited pot of funding, therefore to ensure the funding helps as many distinct shopfront units as possible, applications for repeat funding within 3 years of a previous shopfront grant award by the same business for the same unit are unlikely to be successful.

2 Eligible Works

- 2.1 Tiverton Shopfront Facelift Grant Scheme is a limited scheme for the enhancement and regeneration of Tiverton Town Centre. It focuses on painting, decorating, fascia repairs and signage improvements, guttering and lighting improvements etc with the end aim of enhancing the appearance of the town centre.
- 2.2 The small grant scheme will normally cover painting, minor repairs or signage.
- 2.3 Applications from upper-floor/basement business occupants can be allowed. Repairs for shopfronts should be for anything that faces the street as long as it has a street-level repair need and relates to the commercial usage of the building
- 2.4 Retrospective applications for work already started or completed are not eligible for funding under this Scheme.
- 2.5 The decision as to whether any works proposed are eligible for grant shall be at the sole discretion of Mid Devon District Council.

3 Amount of Grants

- 3.1 The scheme will offer grants of 50% of the total eligible estimate, up to a maximum of £2,500 per property (total spend £5,000).
- 3.2 Total project costs must not include VAT that is recoverable. Statutory fees (eg Planning Application fees) are not eligible costs for funding (although can be included in total project costs).

4 Application for Grant

- 4.1 The application for grants must be completed online via the Council's website [INSERT LINK]. Upon submission, a unique application reference number will be provided on screen.
- 4.2 The following supporting papers are required to complete the application. Please email the following, quoting the submission reference, to: businessgrants@middevon.gov.uk:
- (a) A schedule of the proposed work.
 - (b) Three itemised estimates.
 - (c) Recent detailed photographs of the building/item to be repaired.
 - (d) Plans showing the proposals (where appropriate).
 - (e) Copy of any required planning permission, listed building consent or advertisement consent.
- 4.3 Applicants should provide a minimum of three competitive contractor's quotations (or evidence that they have sought three quotes) if the total contracted works with a single supplier is more than £2,500. In the case of specialised work, one or two quotes may sometimes be acceptable. The contractor's quotations must be itemised to show individual costs for each item of work, making due allowance in the form of realistic provisional sums for dealing with hidden anticipated defects. Any figure for VAT should also be shown separately.

5 Decision on the Application

- 5.1 Mid Devon District Council shall not be bound by any commitment entered into by an applicant prior to the notification of a decision on his application.
- 5.2 No application for grant will be determined until such time as any necessary permission, approval or consent required under the Town and Country Planning Acts and/or any approval under the Building Regulations has been obtained.
- 5.3 Upon receipt of applications (with full

supporting paperwork including any consents/permissions required), applicants should receive a funding decision within 28 days of submission. Notwithstanding the fact that an application for grant is made correctly and in respect of an eligible building, the District Council shall not be under any obligation to make a grant and any decision to make a grant shall be entirely at the discretion of the District Council.

- 5.4 In the event of a grant being approved, the offer of grant must formally be accepted by or on behalf of the applicant in writing. The letter of acceptance must be received by the District Council before any works are commenced.

6 The Work

- 6.1 All grant awards are conditional subject to the work being carried out to a satisfactory level. The work should be undertaken by the applicant strictly in accordance with the schedule of works as approved by the District Council, including any conditions attached thereto, within the period specified by the Council.
- 6.2 The Officers of the Council shall have the right, at all reasonable hours, to inspect any work which has been approved for grant assistance both during the time that work is being carried out and after it has been completed.
- 6.3 The contractor must ensure that all work is carried out in accordance with the requirement of current Health & Safety legislation. Failure to comply with the Regulations may mean that the Officers are unable to inspect the work and this may prejudice payment of the grant.

7 Payment of Grant

- 7.1 Soon after completion of the eligible works the applicant may request that the works are inspected by the local authority. Following a satisfactory report the applicant shall return to the District Council the notification of completion of work certificate enclosing copies of the receipted account(s) for the work.
- 7.2 The grant will not become payable until the work has been completed to the satisfaction of the District Council. As part of the grant offer, the applicant must return a completed works certificate (and invoice for grants over £2,000) within 12 months of offer date.

TIVERTON SHOPFRONT FACELIFT

GRANT SCHEME GUIDANCE



Aims of the scheme

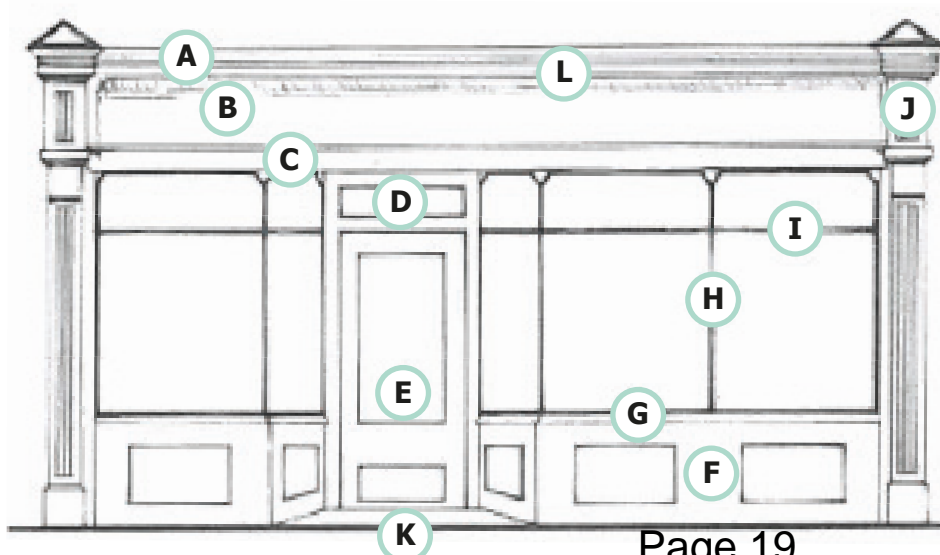
To encourage shop owners to upgrade, repair and refurbish shopfronts in Tiverton Town Centre in order to emphasise both the individuality of the business premises and where appropriate the historic character of the town centre.

Eligible works

Whilst only a few complete historic shopfronts remain in the town there are many that retain a range of traditional features. Where original features exist the scheme seeks to reveal these where hidden behind later works, get appropriate repairs carried out, to get the refurbished and repaired frontages painted and to get good quality traditional signage installed.

Where modern shopfronts exist in historic buildings total replacement with a more appropriate design would also be eligible for grant aid.

See drawing below for elements making up a typical shopfront



- A** Cornice
- B** Fascia
- C** Blind Box
- D** Fanlight
- E** Panelled Door
- F** Stallriser
- G** Cill
- H** Mullion
- I** Transom
- J** Pilaster and Corbels
- K** Tiled Recess
- L** Blind Box

Stallrisers

These are usually masonry either rendered or with a decorative finish including natural stone, tiles or timber panels and will depend upon the age and style of the shopfront. Appropriate repair or reinstatement would be eligible for grant aid.

Windows and doors

Traditional windows may be framed in timber or ornate cast iron with transoms and mullions to match. Glass is normally clear but may incorporate stained glass panels above the transoms. Doors will normally be timber with a glazed panel and reflect the proportions of the stallriser to window with a fanlight above in line with any transom.

Repair of existing traditional elements and replacement of later inappropriate alterations would be eligible for grant aid.

Tiled entrances

Mosaics of coloured tiles and other decorative use of tiles is a particular feature of recessed shop entrances in the town. Most are in good condition but where repair or refurbishment is needed grant may be available as part of works to the shop front. Where there is a shop with a recessed entrance that does not currently have tiling, incorporation of a tile mosaic in the local style could be incorporated and be eligible for grant aid.

Pilasters and corbels

These features are normally timber with decorative detailing such as fluting. The base of pilasters often suffer rot due to surface water and blocked gutters or broken downpipes. Grant aid would be available for repair or like for like replacement of these traditional features.

NB Where damage has occurred as a result of poor maintenance of gutters and downpipes remedial work to these to avoid future damage will be required as a condition of repairs to joinery but will not normally be eligible for grant aid.

Fascias

The fascia board should be in scale with and respect the other architectural features of the shop front. The grant scheme is intended to encourage removal of later fascias that are of inappropriate modern materials and / or fail to reflect the existing traditional detailing, and to restore fascia details in harmony with the features and proportions of the shopfront.

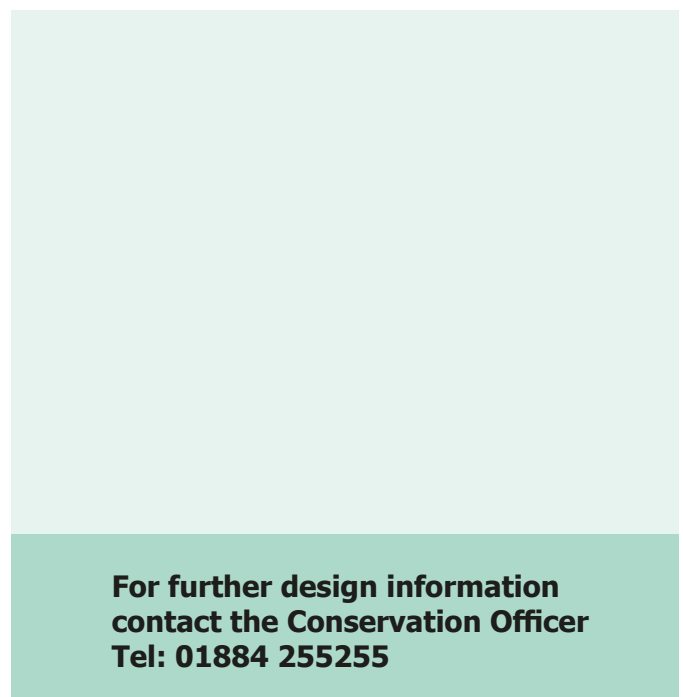
Blinds and canopies

Where historic box blinds or roller canopies exist their retention and refurbishment will be assisted by provision of grant aid. This would be available for new fabric, overhaul of mechanisms and the box or housing for the blind. Consideration may also be given to installation of new blinds where these would replace inappropriate modern blinds.



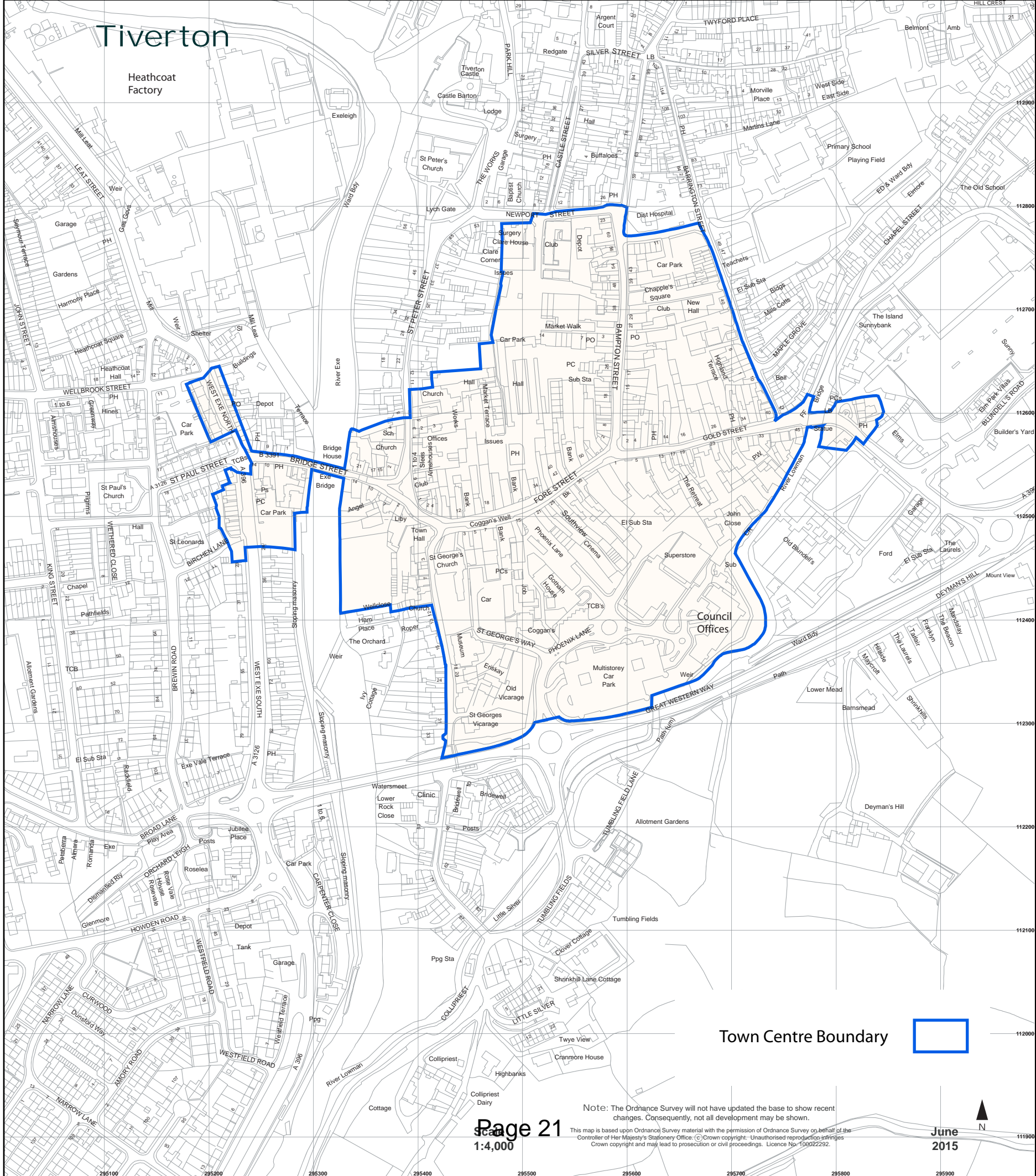
Signage including brackets for hanging signs


Good quality signs can make an important contribution to the vitality of shopping areas. Signwriting on painted timber fascias, or application of suitable style individual letters to the fascia would be included as eligible works. In the case of hanging signs the use of existing historic metal brackets may attract grant aid for repairs. New hanging signs can be conventional 2 sided handpainted timber or could be three dimensional objects to reflect the type of business. Other types of good quality hanging signs may also attract grant aid.



Tiverton

Heathcoat
Factory



Town Centre Boundary 

Note: The Ordnance Survey will not have updated the base to show recent changes. Consequently, not all development may be shown.
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**ECONOMY PDG
15TH SEPTEMBER 2022**

REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGENERATION

ECONOMIC DEVELOPMENT TEAM UPDATE REPORT

Cabinet Member(s): Cllr Richard Chesterton

Responsible Officer: Richard Marsh, Director of Place

Reason for Report: To update members on activities undertaken by the Economic Development Team during the last quarter.

RECOMMENDATION: That members note the contents of the report.

Financial Implications: The report is an information report and does not of itself have any financial implications.

Budget and Policy Framework: The activities described in the report help to deliver the Council's Corporate Plan and the objectives and actions identified in Mid Devon's Economic Strategy. There are no further budget implications that have not been subject of previous reports.

Legal Implications: There are no legal implications arising from this information report.

Risk Assessment: There are no further risks associated with the updates in this report that have not already been reported.

Equality Impact Assessment: No Equality implications have been identified.

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

Impact on Climate Change: The impact of individual projects on climate change has been included in the individual reports that will have already been presented to committee.

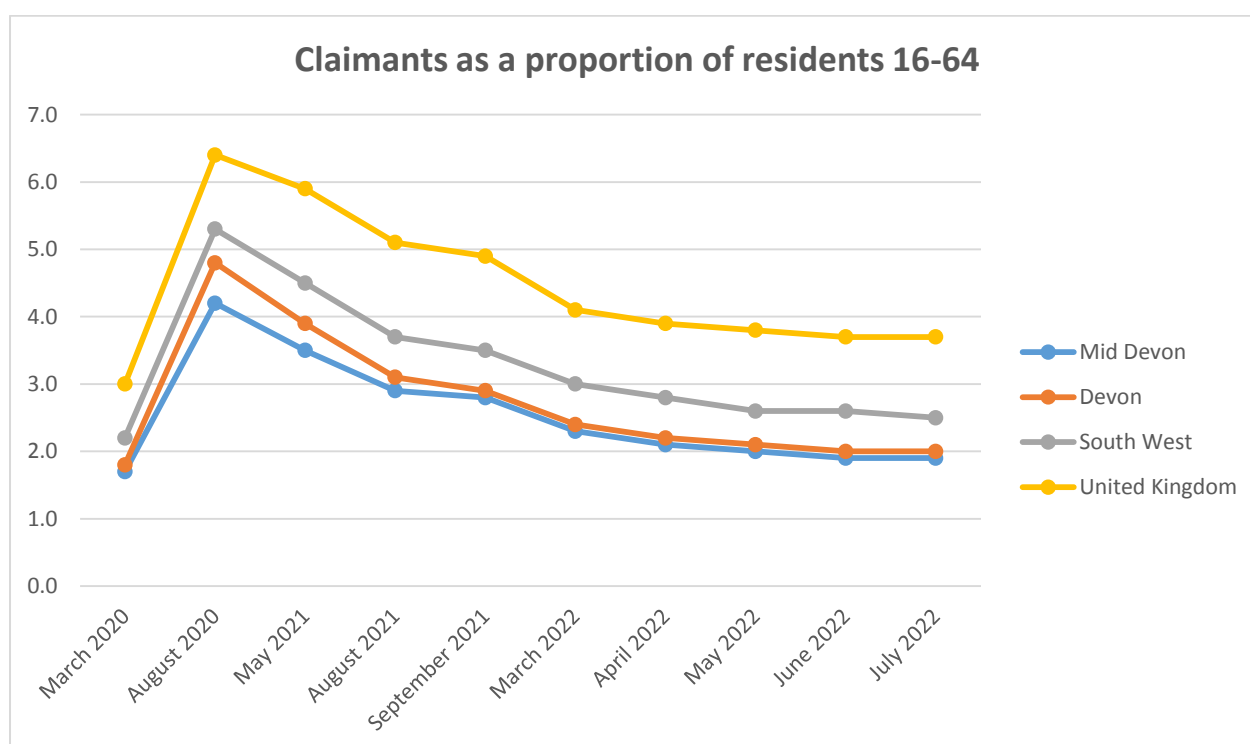
1.0 Background

This report provides an update on the latest economic statistics and on the work carried out by the Economic Development Team during that last quarter.

1.1 Economic Update - Unemployment Statistics

Against a backdrop of further business uncertainty, in part due to the increasing costs of fuel, transport, raw materials and supplies, and high job vacancy rates, the latest release of unemployment statistics for July show that unemployment rates continue to reduce slowly in line with national trends but remain slightly higher than pre-pandemic levels.

| Area | Mar 20 | Aug 20 | May 21 | Aug 21 | Sep 21 | Mar 22 | Apr 22 | May 22 | Jun 22 | Jul 22 | Mar 20 - Jul 22 |
|------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| Mid Devon | 1.7 | 4.2 | 3.5 | 2.9 | 2.8 | 2.3 | 2.1 | 2.0 | 1.9 | 1.9 | 11% |
| Devon | 1.8 | 4.8 | 3.9 | 3.1 | 2.9 | 2.4 | 2.2 | 2.1 | 2.0 | 2.0 | 10% |
| South West | 2.2 | 5.3 | 4.5 | 3.7 | 3.5 | 3.0 | 2.8 | 2.6 | 2.6 | 2.5 | 12% |
| UK | 3.0 | 6.4 | 5.9 | 5.1 | 4.9 | 4.1 | 3.9 | 3.8 | 3.7 | 3.7 | 19% |



For those people aged 16-24 there has been a rise nationally in the number of claimants, with a slight rise in numbers of under 25s claiming UC in Mid Devon, (although numerically fairly small). Given the number of vacancies this is somewhat surprising but may be related to students finishing courses.

MDDC Economic Development team has been working actively with JobCentre Plus in Tiverton to put on Job Fairs at the Pannier Market. The latest event on the 20th July saw 19 employers and over 250 participants. Feedback from the employers has been positive, and it is intended to arrange further job fairs both in Tiverton and in Cullompton (Credon is served by the JobCentre Plus, Exeter). The next event for Tiverton is booked for the 5th October. In response to the need to support Ukrainian guests into work, we have also run a specific job fair in partnership with DWP (Department of Work

and Pensions) and CHAT, with translators on hand to support as required. A number of Ukrainians have already found work in and around Mid Devon.

2.0 Economic Development Work Programme Update

Over the last two months the largest pieces of work have undoubtedly been the development and submission of two large funding bids, the largest being to the second round of the Levelling Up Fund and the other to the UK Shared Prosperity Fund. Together, these have taken up much of the team's capacity.

2.1 Levelling Up Fund

The Levelling Up Fund (LUF) bid for Cullompton Eastern Relief Road was submitted by the deadline of the 3rd August. This was a major undertaking in collaboration with Devon County Council in order to prepare the detailed evidence required to complete the application and to supply the supporting paperwork. The final bid was for £19.5 million towards the total project cost of £31.25 million. We are now awaiting a response from the Government, which is due in the autumn (no specific date has been announced).

2.2 UK Shared Prosperity Fund

The Investment Plan for the UK Shared Prosperity Fund was submitted by the application deadline of 1st August. As already reported to this committee the bid was for £1.06 million and would see investment into a number of economic initiatives in the district over a three year period, under the Funds three themes:

Communities and Place

- Support for revitalising our town centres –‘Love your Town Centre’ scheme
- Support a thriving agricultural sector that showcases field-to-fork practices and low food miles to market
- Strengthening the Visitor Economy

Supporting Local Businesses

- Support for local start-ups and micro-businesses (SMEs)
- Support the development of incubation and flexible work-space
- Support for business innovation and adoption of modern processes and advanced technology by local start-ups and micro-businesses

People & Skills

- Support for young people not in employment (or underemployed)
- Support workforce development in skills for a new economy – Green Skills

The bid has been through the initial technical assessment. We are now waiting for the detailed assessment by DHLUC. Assuming approval of the investment plan, we are hoping the projects identified will be able to begin in October, according to the plan schedule.

2.3 Cullompton High Street Heritage Action Zone

The Cullompton Heritage Action Zone (HAZ) continues to work with property owners to develop applications to the grants scheme. Two further grants have been approved.

A second round of consultation for the public realm project in the Higher Bullring has just concluded. The results are now being collated and considered as part of the final design to be taken forward by Devon County Council.

Following the resignation of the Cullompton HAZ Project Office, we have conducted one round of recruitment with no success. We are currently employing someone on a part-time basis to overlook the project in the interim period as we continue to try to recruit to this post.

2.4 Review and Relaunch of the Tiverton Shopfront Enhancement Scheme

Following the completion of the Covid-related business grants schemes, the team has been working towards the intended relaunch of the Tiverton Shopfront Enhancement Scheme. The Scheme is subject of a separate report to this committee.

2.5 Non-Domestic Rates Relief Covid 19 – Additional Relief Fund

On 25 March, the Government announced plans to provide an additional business rates support package, worth £1.5 billion, to support businesses in England affected by COVID-19 but not eligible for existing support linked to business rates.

Mid Devon have now allocated the funding to 27 businesses, 8 of which are classed as 'strategic' in our area with a total value applied of £ 1,164,024. The financial help has reduced bills in financial years 2021/22 and 2022/23. The amount awarded is fully funded by the Government.

2.6 Homes for Ukraine

Members of the team continue to support the Council's involvement in the Homes for Ukraine programme, helping to commission the necessary support for Ukrainian families as they settle in the UK. Over the last few months in conjunction with the Corporate Manager for Public Health, Regulation and Housing we have commissioned Churches Housing Action Team (CHAT) to provide a Ukrainian support worker to undertake welcome visits, and to support and sign-post guests to essential services; and Citizens' Advice to provide specialist technical support with benefits and other financial and legal issues. More recently, with the possibility of further housing support needs emerging at the end of the initial six month period, we have been working with CHAT to commission support services to actively work with hosts to maintain

hosting arrangements, and to support the transfer of Ukrainian families into the Private Rented Sector.

Contact for more Information:

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Circulation of the Report:

Cllr Richard Chesterton
Cllr John Downes
Leadership Team

List of Background Papers:

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