

Public Document Pack

Mid Devon District Council

Cabinet

**Thursday, 1 March 2018 at 2.15 pm
Exe Room, Phoenix House, Tiverton**

**Next ordinary meeting
Thursday, 5 April 2018 at 2.15 pm**

Those attending are advised that this meeting will be recorded

Membership

Cllr C J Eginton	Leader and Environment
Cllr R J Chesterton	Deputy Leader and Planning and Economic Regeneration
Cllr P H D Hare-Scott	Finance
Cllr C R Slade	Community Well Being
Cllr Mrs M E Squires	Working Environment and Support Services
Cllr R L Stanley	Housing

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**
To receive any apologies for absence.
- 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 of the Previous Meeting (Pages 5 - 16)**
Members to consider whether to approve as a correct record the minutes of the special meeting held on 9 February 2018.
- 5. Grass Cutting (Pages 17 - 20)**
Following consideration of a report of the Director of Operations outlining the findings of the Grass Cutting Working Group, the Environment Policy Development Group had made the following recommendations:

- a) That notification to Town and Parish Councils regarding grass cutting should confirm the number of cuts undertaken with dates; this notification should take place on a monthly basis or as applicable if no cuts occurred during a month.
 - b) That the Grounds Maintenance team price all works on the basis that it should recover the full cost incurred by them carrying out that work.
 - c) That Town and Parish Councils be informed that a full cost recovery pricing model for grass cutting would be implemented over 3 years starting in the 2018/19 financial year. However any increase in cost will be tapered to allow for them to make provision regarding other providers and/or any required increase to their budgets.
6. **Corporate Anti Social Behaviour Policy** *(Pages 21 - 36)*
Following consideration of a report of the Group Manager for Public Health and Regulatory Services the Community Policy Development Group had made the following recommendation: that Cabinet approve the updated ASB Policy as attached in Annexe 1.
7. **Tiverton Town Centre Masterplan** *(Pages 37 - 62)*
To receive a report of the Head of Planning, Economy and Regeneration requesting the Cabinet to consider the draft consultation document for Stage 1 public consultation in respect of the Tiverton Town Centre Regeneration Masterplan.
8. **Mid Devon Gypsy and Travellers Forum** *(Pages 63 - 74)*
To receive a report of the Head of Planning, Economy and Regeneration requesting the Cabinet to consider the establishment of a Gypsy and Traveller forum, together with Member representation.
9. **Treasury Management Strategy and Annual Investment Strategy** *(Pages 75 - 106)*
To receive a report of the Director of Finance, Assets and Resources requesting that the Cabinet recommend to Council that the proposed Treasury Management Strategy and Annual Investment Strategy for 2018/19 be approved.
10. **Financial Monitoring**
To receive a verbal report of the Director of Finance, Assets and Resources presenting a financial update in respect of the income and expenditure so far in the year.
11. **Notification of Key Decisions** *(Pages 107 - 120)*
To note the contents of the Forward Plan.

12. **Access to Information - Exclusion of the Press and Public**

During discussion of the following item(s) it may be necessary to pass the following resolution to exclude the press and public having reflected on Article 12 12.02(d) (a presumption in favour of openness) of the Constitution. This decision may be required because consideration of this matter in public may disclose information falling within one of the descriptions of exempt information in Schedule 12A to the Local Government Act 1972. The Cabinet will need to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.

To consider passing the following resolution so that financial information may be discussed.

Recommended that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 respectively of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information)

13. **3 Rivers Development Limited - Business Plan** (*Pages 121 - 132*)

To consider a report of the Director of Finance, Assets & Resources and the 3 Rivers Development Limited Acting Managing Director requesting approval of the draft 5 year business plan for 3 Rivers Developments Limited.

Stephen Walford

Chief Executive

Wednesday, 21 February 2018

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.

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

Tel: 01884 234229

E-Mail: sgabriel@middevon.gov.uk

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **CABINET** held on 9 February 2018 at 10.00 am

Present

Councillors

C J Eginton (Leader)
R J Chesterton, P H D Hare-Scott,
C R Slade, Mrs M E Squires and
R L Stanley

Also Present

Councillor(s)

Mrs H Bainbridge and F J Rosamond

Also Present

Officer(s):

Stephen Walford (Chief Executive), Jenny Clifford (Head of Planning, Economy and Regeneration), Kathryn Tebbey (Group Manager for Legal Services and Monitoring Officer), Tristan Peat (Forward Planning Team Leader), David Pickhaver (Torbay Council) and Julia Stuckey (Member Services Officer)

123. **APOLOGIES**

There were no apologies.

124. **DECLARATION OF INTERESTS UNDER THE CODE OF CONDUCT**

Cllr R L Stanley declared a Personal Interest as he had received correspondence from residents of Sampford Peverell.

There were no other interests declared.

125. **PUBLIC QUESTION TIME**

Mr P Drew, referring to item 5 on the agenda, said I am a Chartered Town Planner and I live in a house on Turnpike, within the Grand Western Canal Conservation Area.

The NPPF says the significance of a heritage asset, such as a conservation area, can be harmed through development within its setting and that great weight should be given to an asset's conservation.

Policy SP2 refers to conservation area, in the singular, which is a reference to Sampford Peverell Conservation Area at the top of the hill. The reason it does not refer to areas, plural, is because the Council did not notice the Grand Western Canal Conservation Area. One year ago when I asked the most senior officer representing the Council at a local plan consultation event in the village hall what the red line was around my property he wrongly identified it as the Sampford Peverell Conservation Area. As the Council did not identify the Grand Western Canal Conservation Area in its SA it has not assessed the impact of the proposal upon it. This was not addressed in the Historic Environment Appraisal. The Council has refused to

apologise for this elementary error, which means the evidence base is not only unsound but leaves the Council in breach of its statutory duty.

I naively assumed that the Council would take this opportunity to correct this clear and highly material error but, astonishingly, it has not. The full appraisal on page 405 of the report pack still envisages access being derived from Turnpike. That led the company, Place Land LLP, which was formed within a week of the Cabinet meeting on 15 September 2016, to propose a gash in the hillside opposite my driveway, comprising a 100 foot wide cutting, and housing on the opposite side of Turnpike on land that is around 9 m above the level of my house. Since a 2-storey house is typically 9 m to the ridge that would mean built forms on even the lowest level of the site would be around 60 feet above the entrance to my house within the Grand Western Canal Conservation Area. The new dwellings would define the skyline and destroy the open rural setting of the Conservation Area, for example when viewed from the towpath to the south-east. However this form of development would fully accord with your unsound policy and the inadequate evidence base on which it is founded.

I am far from reassured this highly partisan additional work is fair or thorough. It is a blatant attempt to justify an earlier decision that your QC had major concerns about. Moreover if the Council seeks to draw any comfort from the consultant's report, Appendix 1 sets out the various EU requirements and in almost every case it says: "*It is assumed that this requirement was met in the earlier SA report for the proposed submission local plan*". In other words, the scope of the consultant's review did not extend to the very point that I say renders your SA, and hence the allocation at Higher Town, unsound.

So my question is, why has the Council not applied the approach in Historic England's Advice Note 8 in its SA for Higher Town with regard to the Grand Western Canal Conservation Area?

Mrs Christine Holland, representing Sampford Peverell Parish Council and referring to agenda item 5, said in the event that J27 comes forward, the Sampford Peverell Parish Council is not opposed to 60 houses being brought forward in the village, however we feel that the Council has identified the wrong site, in Higher Town, and would respectfully request that Councillors revisit that decision and, if a reasonable alternative site is not available elsewhere, consider allocating a site at the eastern edge of the village. This would better relate to any development at J27, as well as the strategic transport network, including the railway station, the M5, and the approved improvement of Station Road with footpaths, street lighting, bus stops and a 30mph speed limit.

We note that in Table 5 (Page 92 of the public pack) that MDDC considers that several sites in the east of the village would be reasonable alternatives but that they are more extensive tracts of land. We ask you to consider restricting for development a smaller area of one of these other sites that have already been assessed within the SA process, just as you selected a smaller area of the Higher Town site for dwellings within the Higher Town site.

My question is please can you reflect the views of most residents in the village and choose one of the reasonable alternative sites that have been identified to be available?

Mr J Byrom, referring to item 5 on the agenda said that this is an evidence based exercise into the SA update and I have studied all of the assessments for the Higher Town site in sustainability appraisals and updates since January 2014 to January 2018. None of these ever mentions any assessment of impact on the Grand Western Canal Conservation area, a heritage asset that lies only 50 meters away from the site at its closest point. What is assessed is impact on the Sampford Peverell village conservation area. For 4 years your SA's have always talked of impact on the conservation area in the singular, so too does the SP policy itself and yet on page 476 of the packs a table in the executive summary of the 2018 SA update states that criteria have now been included in the policy to ensure landscaping and design respect the conservation areas, plural, we have suddenly gained a conservation area. By using the plural this council wrongly implies that it has formally assessed impact on a second conservation area that it has never once considered in any version of its Sustainability Appraisal of this site. Papers from Council meetings in late 2016 show that the canal conservation area was never mentioned in allocating SP 2 to the proposed Local Plan. The last minute historic environmental appraisal of December 2016 does mention the canal conservation area but that is not a Sustainability Appraisal. On pages 91, 241 and 406 of the packs correct wording from earlier SA's is used. This just adds to the confusion. If the extra S on page 476 was just a slip of the pen then it is a slip that may betray assumptions being made by officers and experts in this evidence based exercise. So what now? If you cut the extra S on page 476 you will rightly show that you only ever assessed one conservation area in relation to the site at Higher Town. If you leave the extra S in place I will be sure to urge the inspector to ask to see evidence that your Sustainability Appraisal of this site did assess impact on the canal conservation area. He will find none. My question is what will you do about the extra S on page 476 and what will you do about the fact that appeared there at all.

Dr C Chesney, referring to item 5 on the agenda said it is now 18 months since plans for the Higher Town, SP 2 and J27 were postponed for further studies. Having reviewed the subsequent report by your officer and all the relevant material in the public reports for this meeting, I do not believe the comment in paragraph 1.5 that a 'fair and thorough assessment be undertaken'.

I am particularly struck by the almost complete omission of any reference to the light pollution which would inevitably be produced by development at both J27 and SP 2. The chief reference to lighting and all the documentation states that the overall strategy for Mid Devon area is for the dark night sky to be protected and that 'lighting schemes which could affect these special qualities should be resisted'.

The night time lighting of the large area at J27 would be visible for literally miles around. Similarly, lighting the SP 2, the highest land in the village, would be a shining beacon on a hill, but in a most deleterious sense. Astonishingly official advice has been given that the residential areas should be well illuminated throughout the night. Not only would this lighting be a disturbance to residents but it would inevitably disrupt nocturnal wildlife, mammals, birds, insects and reptiles. Will you now carry out an assessment of this pollution?

The papers state that the 'development is proportional to the size of the existing village'. However Sampford Peverell is designated a village under policy SP 13 and is therefore considered appropriate only for a 'limited level of development'

elsewhere Council documents describe limited development as being some 6 to 10 houses, not sixty. Why is this particular policy not being followed?

Finally on a question of costs. Through service for 16 years as a member of the Royal College of Surgeons Disciplinary Committee, I learnt something of the costs of QC's and Inspectorates. The relevant statutory instrument states that the current daily rate of payment for an Inspector is £993. We can safely assume that the other consultants do not come cheaply either and then there is the cost of your own staff. It would appear that the Council will already have run up unnecessary bills of tens of thousands of pounds since meeting in September 2016. This can only be because the Council has not listened to what the residents have been saying. Having lived in Sampford Peverell for over 11 years and for the last 5 been Chairman of the Village Hall Committee I know that there is considerable dismay at the proposals. Villagers are united in saying the site at Higher Town is entirely unsuitable for housing.

Will you now please listen and act upon what I and other residents are saying?

Mr P Dumble, referring to item 5 on the agenda, said the brief given to LUC Consultants is narrow and was highly controlled by MDDC Planning Officers. As stated in section 1.4 of the LUC report, consultants did not reassess the February 2015 Sustainability Appraisal or SA report. Consultants were not able to critically reappraise the SA process nor allowed to do an independent assessment of the SA for SP2 site nor to compare this allocation objectively to alternative sites within Sampford Peverell or elsewhere.

Any changes to the 2017 SA appraisal update have been made entirely by MDDC Planners. Any technical opinions and judgements are those of MDDC Planners, not independent consultants.

The full and unchanged SA appraisals are included as annex 3 within the new SA update January 2018 report for approval today. As it is these appraisals that lie at the heart of the questions raised for last years suspended hearings it seems to me that this exercise has been a complete waste of time and ratepayers money.

Planners have chosen to ignore the many well-argued and in some cases expert submissions from members of the public and seem determined to defend the indefensible allocation of SP2, even if this risks further delaying the adoption of the Local Plan.

I would like to remind Councillors of the 5 questions raised by the Planning Inspector about SP2 for the aborted hearings:

These are if a site for Sampford Peverell is necessary to cater for additional housing need resulting from J27 allocation, is this site the best performing? Does the proposed allocation have sufficient regard to the historic environment? Does the proposed allocation have sufficient regard to the character and appearance of the area? Is the proposed allocation of property accessible, for pedestrians in particular? Is the tie to J27 strong enough? None of these have been considered within the LUC review. But these issues have not gone away. The Councils failings in assessing the site will I am sure eventually lead the Inspector to find that Policy SP2 is unsound. I sadly predict that we will all be here again in a years' time unless something changes. Councillors, you are being led along a very high risk pathway.

My question is will councillors please grasp the nettle and take the opportunity today to dismiss these wasteful reports, avoid another year of delay and vote now to recommend the Full Council immediately cut Policy SP2 from the Draft Local Plan.

The Chairman read a letter from Mrs Bryony Byrom regarding item 5 on the agenda. The letter said that on 5 September 2016, after officers had spent at least 16 weeks preparing an implications report on the possible allocation of land for development at Junction 27, your Planning Policy Advisory Group sat down to consider allocations for extra housing caused by that J27 Policy. The papers that informed Cabinet of that group's recommendations were to be sent out on 8 September. You therefore gave sixteen weeks on J27 and approximately three days on selecting and confirming additional housing allocations.

In, or possibly just before, those three days, officers apparently received 'new information' about the site at Higher Town that 'access is achievable'. In the light of this new information, they then changed the Sustainability Appraisal scoring so that Higher Town appeared to be more favourable than it was a day or two before. Higher Town was duly added as an allocation to the Local Plan as Policy SP2.

The wording used about the 'new information' on Higher Town is that *'there has been confirmation that access is achievable'*. This strongly suggests that officers went looking for that confirmation. I can find nothing in the Public Report Pack to suggest that you went looking for similar new information on sites other than Higher Town in response to Policy J27.

Since that time you have received new information from the public that you missed a listed building adjacent to the site when you assessed and scored Higher Town. You have not changed its scoring.

You have also received new information from the public that you failed to note the existence of a Conservation Area within 50 metres when you assessed and scored Higher Town. You have not changed its scoring.

You have also received new information that, should it be needed in conjunction with Policy J27, there is now a carefully-prepared alternative and suitably scaled-down site proposal at Mountain Oak. This has been ignored in this report.

My question is "Why did you change the scoring of Higher Town so swiftly when you went looking for new information in the three days when it suited you and why do you ignore other 'new information' of enormous significance when it comes from open consultation with the general public in the months that follow?"

The Chairman read a question from Hayley Keary, regarding item 5 on the agenda.

My question concerns Item 9 on Page 467 of the Public Reports Pack.

LUC advised in Paragraph 1.34 of its report that MDDC should satisfy itself that site options at Cullompton can definitely not be considered to be reasonable options.

In response, you have stated that 'any additional development [at Cullompton] on top of the current Local Plan allocations would not be appropriate until longer-term strategic highways improvements have been delivered'.

You have just announced that Cullompton has been given £10m to improve its highways.

You have rightly imposed a condition on the SP2 site that the site must not be developed until slip roads have been added to the A361 at Sampford Peverell. This means that Policy SP2 is – exactly like Cullompton sites - dependant on highways improvements.

The difference between the two sets of highways improvements is that you have been told by Devon County Council that no funds will be available to do the required work on slip roads at Sampford Peverell for the foreseeable future. Cullompton, on the other hand, now has funding.

My question is:

£10 million has just been granted to develop highways at Cullompton. Is MDDC still satisfied that the evidence shows that site options there are not reasonable alternative options to SP2?

The Chairman indicated that questions would be answered at the agenda item.

126. MINUTES OF THE PREVIOUS MEETING

The Minutes of the last meeting were approved as a correct record and signed by the Chairman.

127. LOCAL PLAN REVIEW UPDATE 23:41

The Cabinet had before it a report * from the Head of Planning, Economy and Regeneration providing an update on the Local Plan Review, specifically information on the findings of the review of Mid Devon District Council's Sustainability Appraisal Update 2017 (SA Update 2017) carried out independently by a consultant. This had been commissioned to advise whether the SA Update 2017 met the legal requirements and to consider matters of reasonable alternatives.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report, reminding Members of the context for why the report was before the meeting and why the resolutions sought were important to Mid Devon.

Mid Devon needed an adopted up to date Local Plan. There was a legal requirement for this, and a public expectation that the new local plan was adopted as soon as possible.

The new Local Plan would be used to guide the development of new homes, jobs, and the infrastructure that was needed to the right places across the district. It would help to protect valued countryside from speculative unplanned development. It would help the Council to achieve its corporate priorities.

He reminded Members that decisions taken by the Council on 22nd September and 1st December 2016 had given approval for the content of the Mid Devon Local Plan Review (incorporating proposed modifications) and for the submission of this plan to the Planning Inspectorate for examination.

He said that he accepted that not all Members had supported all aspects of the plan, but he wished to make clear that the decisions taken reflected the position of the Council as a whole. The Council had approved what it believed to be the best plan for Mid Devon.

The preparation of the new Local Plan had involved significant work by the Council, and had already been subject to extensive consultation with the Mid Devon community over the last 4 years. There had been ample opportunity throughout for comments to be made on this plan. There had been ample opportunity for Members to consider the plan as this had evolved, to have their say and shape its content. He asked Members to recognise the need to progress this through its examination without further delay.

The Cabinet Member further explained that the report in front of them was regarding process and procedure in relation to the Sustainability Appraisal. It was about additional work that had been undertaken by officers in relation to the Sustainability Appraisal. The Sustainability Appraisal was technical evidence that was required to support the Local Plan.

This had followed a Barrister's legal advice to the Council, and a need for confirmation that the Sustainability Appraisal work that had helped shape proposed modifications to the Plan and decisions taken on these had complied with the Strategic Environmental Assessment (SEA regulations).

The Cabinet Member stated that Members would recall that the Local Plan was subject to proposed modifications approved by the Council, prior to its submission to the Planning Inspectorate. The Plan was modified to include proposals for mixed use tourism, leisure and retail uses on land adjacent to Junction 27 on the M5. This proposal had made it necessary for the Plan to make provision for some additional housing over the Plan period – 13 new homes each year. These had included land at Higher Town, Sampford Peverell (SP2), and at Blundell's School (TIV16). Where the content of the Plan had been contested, objections would be considered through the examination process and cases heard at examination hearings. The Inspector would consider matters of planning merit, as well as ruling on the Plan's legal compliance.

The Cabinet Member reminded Members to note that the Plan was submitted in March 2017 to the Planning Inspectorate. The Plan was technically at its examination and would be the subject of forthcoming hearings. The precautionary approach had caused delay to the examination hearings but the work undertaken was justified. It reflected due diligence by the Council in meeting its obligations and this would help the examination process and participants at the forthcoming hearings.

The report drew from the conclusions of an independent assessment of the Sustainability Appraisal work. LUC (Land Use Consultants) were commissioned by the Council for this purpose. LUC's report formed part of the suite of documents with the report before Members.

LUC had concluded the work carried out for the Sustainability Appraisal update for the proposed modifications to the Plan “was proportionate and appropriate to meet the SEA regulations”.

Land Use Consultants had advised it had not been necessary to undertake additional SA work in relation to sites or other options, but that it would be helpful if the Council could sign-post where the requirements for a Sustainability Appraisal were met in each of the previously published Sustainability Appraisal reports and where reasonable alternatives were considered. This was due to information being spread between different existing documentation.

The Council had updated the Sustainability Appraisal in light of Land Use Consultant’s review. The updated Sustainability Appraisal Report and associated work included sign-posting, re-ordering and clarification of its content. This work was shown in Appendix 2 as the completed SA Update 2018.

An Executive Summary of SA Review process (2018) had also been prepared which set out the changes made to the previous SA Update (2017) and the reasons for them (Appendix 3).

A schedule of amendments made to the SA Update (2017) and included in the SA Update (2018) had been prepared (Appendix 4).

The Cabinet Member informed Members that he wished to make clear the findings of the independent review.

In light of the Land Use Consultant’s findings there was nothing which would appear to steer the Council to a different conclusion to that reached in its previous decisions on the proposed modifications made to the Mid Devon Local Plan Review Submission Version (the plan as submitted) and hence there was also nothing arising from this review that would steer the Council to a different position at the examination of this plan.

The Cabinet Member talked through the next steps that would be required, should the recommendations be approved which included:

The suite of documents for the Sustainability Appraisal review be published as set out in the report.

A 6 week period of public consultation would be held at the earliest practicable date for the Schedule of amendments made to the Sustainability Appraisal update (2017). The scope of this consultation was the schedule of Amendments and not the unchanged contents of the submitted Plan.

The suite of documents and all representations received be submitted to the Planning Inspectorate where they could be considered together with all previous consultation responses received to the Mid Devon Local Plan Review Submission Version (incorporating proposed modifications).

This focused consultation was therefore not an opportunity to revisit previous consultations of the Mid Devon Local Plan Review Submission Version (incorporating proposed modifications).

A proposed timetable was set out as follows:

- 6 week public consultation - February – April 2018
- Submission of the suite of documents and consultation responses - April 2018
- The Council would write to the Planning Inspectorate to update them on the above timetable, but it was for the Inspectorate to determine when the examination hearings should be reconvened, having considered the findings of the additional Sustainability Appraisal work together with all previously submitted documentation.
- The restarting of the examination timetable would require a 6 week period of public notification prior to the commencement of the examination hearings. Officers estimated that examination hearings would take place during summer/autumn 2018, but stressed that decisions over timing rested with the Planning Inspectorate.
- Through informal contact with the Planning Inspectorate it was understood that examination dates would not be scheduled until the consultation period had elapsed and associated documentation and responses had been forwarded.

In response to questions raised at Public Question Time the Head of Planning, Economy and Regeneration provided the following responses:

In response to Mr Drew's question the officer informed the Cabinet that in terms of the SA process both the NNPF and National Planning Guidance said that the Sustainability Appraisal process should only focus on what was likely to be needed to assess the likely significant effects of the Local Plan. It should focus on the environmental, economic and social impacts of the sites that were likely to be significant. That it did not need to be done in any more detail or using more resources than was appropriate for the content and level of detail in the Local Plan. In relation to the Grand Western Canal Conservation Area officers did take it into account through this process but the critical issue was that it was not felt to have a significant impact upon it, accordingly it had not formed part of the written inclusions within the SA in relation to impacts because those impacts were not considered to be significant. Accordingly it was also not referred to specifically within mitigation measures, again because the impacts were not considered to be significant. There was therefore a fundamental difference of opinion with Mr Drew in relation to the SA process and the degree of impact in the terms of Policy SP2 and the relationship with the Grand Western Canal conservation area.

David Pickhaver, Planning Officer from Torbay Council and Project Manager of the SA independent review process, agreed that the historic environment appraisal did consider the Grand Western Canal and did not identify any substantial harm. The Land Use Consultants were asked whether the process undertaken had considered reasonable alternatives and their advice had been that reasonable alternatives had been considered and therefore there was no reason to reassess the sites in detail. Their advice was that the work had been proportionate to meet the requirements of the regulations. In relation to the question regarding Historic England's advice, this

advice only came out at the end of 2016 so some of the SA work had been carried out before that. The legal requirements had been met.

With reference to the question asked by Cllr Holland, the officer said that the updated information before Members went into detail about whether there were any reasonable alternatives and the conclusion from that process had been that, with planning judgement, SP2 was still considered to be the most reasonable of those sites and that there were concerns in relation to the others. The sites to the east were not seen to be reasonable alternatives. One of the issues being scale, the sites on the east were being promoted for larger scale allocation and were less acceptable in how they could be scaled up or down and there were affects and impacts with those other sites.

Mr Pickhaver confirmed that LUC were asked whether or not it was necessary to rerun assessments for other sites put forward and their advice had been that those sites had already been considered and rejected. He said that it was a matter of planning judgement and that sites on the east side would result in a larger village extension, which would affect the overall Plan strategy. This was a legitimate reason to reject those sites.

With regard to questions asked by Mr Byrom the Head of Planning, Economy and Regeneration said that as already explained officers had considered both conservation areas and in the case of the Grand Western Canal did not consider there to be significant effect. The officer referred to page 476 of the papers which showed criteria to be included in the policy to ensure that landscaping and design that affected the setting and design of the area. This was where it said conservation areas and this was where Mr Byrom had picked up on the plural by use of the 's'. The officer did not think that this fundamentally affected the basic premise that had already been explained. She explained that officers would look carefully, prior to Full Council, at the question raised by Mr Byrom over the use of the plural rather than singular this part of the report.

With reference to the question asked by Dr Chesney the officer informed the Cabinet that there were no designated dark sky areas in Mid Devon and that in relation to the SA process this was not considered to be significant. Detail regarding items such as lighting would be considered at application time rather than during the SA process. She did not consider this to be a significant impact.

Mr Pickhaver added that he did not recall the LUC being asked specifically about light issues but they were asked whether the sustainability impact appraisal had met the legal requirements and had not picked up that anything to do with light pollution had been missed from the work done. The effects of light pollution would relate to other sites as well and would be picked up within the planning process.

With regard to the number of dwellings the officer explained that in relation to the strategy of the plan and distribution of development it was felt that 60 dwellings was not counter to the strategy of the plan which sought to direct the majority of development towards Tiverton and Cullompton. The allocation of 60 dwellings at Sampford Peverell was not seen as counter to the Plan, and taking into consideration the current size of the village and the facilities available was considered to be acceptable.

With reference to questions asked by Mr Dumble the officer said that the scope of the review was very much around the modifications stage of the Plan. This was that stage at which the Council resolved to add Junction 27 and associated housing sites not only at Sampford Peverell but also at Blundell's Road, Tiverton, these being the major modifications to the Plan. The SA review by LUC did look specifically at this stage of the process and did take into account the SA work in relation to those allocations. This was indeed where the focus of LUC's commission laid. It was an independent process and their outcomes are within the report.

Mr Pickhaver confirmed that in section 1.3.1 of the report LUC advice was that they considered it appropriate and proportionate to SA the modifications rather than revisiting the whole SA process.

Referring to the question asked by Mrs Byrom the Forward Planning Team Leader stated that the alteration to the scoring had come about as a result of additional information received and that the situation according to Devon County Council Highways Officers was that it was feasible to get a reasonable means of access into the SP 2 site and footway improvements to the centre of the village.

The Head of Planning, Economy and Regeneration added that there was already recognised to be a slight negative impact in terms of Sampford Peverell Conservation Area in the scoring in the SA. The SA framework for sites methodology was used and the scoring becoming more positive as a result of clarification of the likelihood of a technical solution for access to the site.

In response to the question asked by Mrs Kearly the officer explained that the funding received for Junction 28 was not to deliver longer term strategic highway improvements, but to unlock some planned for development at Cullompton at an earlier stage. This award did not affect the constraints on further growth at Cullompton due to the road network. The bid funding did not introduce alternative sites in Cullompton and still left a requirement for the site at Sampford Peverell.

Consideration was given to:

- The public could make comments through the examination of the plan;
- The need for detailed papers in order that Members could make an informed decision;
- Land at Jersey Farm (north of A38) was not included in the Junction 27 allocation;
- Housing needs figures were confirmed as 7860;
- The proposed SP 2 allocation criterion that development would not take place until access works for the A361 had been completed;
- The risk of not having a 5 year land supply and speculative applications coming forward.

A request from Mr Drew to meet with the Cabinet Member and Head of Planning, Economy and Regeneration prior to Council was agreed.

RECOMMENDED that:

Council notes this report and its appendices and having regard to their contents;

- a) Reaffirms its decisions of 22nd September 2016 and 1st December 2016 regarding the Mid Devon Local Plan Review (incorporating proposed modifications) and instructs officers to liaise with the Planning Inspector to restart the examination process as quickly as possible subject to (2) and (3) below;

and, in accordance with part 4 of this report

- b) Approves the publication of the LUC SA Update Review (2018), the Schedule of amendments made to the Sustainability Appraisal Update (2017), the Sustainability Appraisal Update (2018) and the Executive Summary of SA Review process (2018);
- c) Approves a 6 week public consultation on the schedule of amendments made to the Sustainability Appraisal Update (2017).

(Proposed by Cllr R J Chesterton and seconded by Cllr P H D Hare Scott)

Note: - Report * previously circulated and attached to Minutes.

(The meeting ended at 11.12 am)

CHAIRMAN

ENVIRONMENT PDG [9 Jan 18]

Feedback from the Grass Cutting Working Group held on the 1st December 2018

Cabinet Member: Cllr Clive Eginton, and Cllr Colin Slade

Responsible Officer: Andrew Pritchard, Director of Operational Services

Reason for Report: To consider the findings of the Grass Cutting Working Group.

Relationship to Corporate Plan: Environment – Priority 4 – Protecting the environment.

Financial Implications: The 17.18 budget to maintain open spaces and parks is set out below:

- Grounds Maintenance £620k
- Parks and Open Spaces £386k
- Play areas £159k
- Bereavement Services £77k
- Cemeteries £120k

Legal Implications: Health and Safety legislation requires the Council to ensure all parks and open spaces are compliant with current guidelines. Crime and Disorder Act Section 17 requires that open space design and maintenance ensures adequate provision is made to design-out opportunities for anti-social behaviour and criminal activities.

Risk Assessment: The Council would require a relevant review of risk assessments for all proposals that significantly impact on current landscaping provision; the intent being to assess risk on a case by case, site by site basis.

Equality Impact Assessment: There are no equality issues identified in this report.

1.0 Introduction

- 1.1 On the 1st December 2017 the Grass Cutting Working Group Chaired by Cllr R F Radford sat to consider grass cutting.
- 1.2 The Director of Operations outlined the Grounds Maintenance function, putting into context its current funding, how the funding was utilised.

The officer posed the question ‘where do you want to be in the future?’

The officer explained the current charging mechanism is based on a ‘per square meter’ method for all work undertaken. He explained that this methodology tended to work for cutting areas such as recreational grounds and sports pitches which required one piece of equipment and took a consistent amount of time. However, areas that might require strimmer’s, blowers or for smaller more time consuming areas, could cost considerably more. He proposed an alternative would be to charge what it actually cost in terms of labour and equipment rather than on a per square meter basis.

The Group Manager for Waste and Open Spaces explained bills had been sent to the 11 Town and Parish Councils that had an agreement with the authority. However, these bills had been sent without internal due diligence having been undertaken. He explained that a further letter was due to be sent to the 11 councils following the last PDG explaining what had actually been done and to reassure Parish and Town Councils they would only be charged for work undertaken; with the dates they had been done.

- 1.3 Following consideration of Motion 538 (Cllr Mrs J Roach - 1 June 2017) and a *report of the Director of Operations regarding grass cutting issues in Mid Devon, the Environment Policy Development Group had recommended that invoices to Town and Parish Councils regarding grass cutting should confirm the number of cuts undertaken with dates.

The Leader and Cabinet Member for the Environment outlined the discussion that had taken place at the Policy Development Group meeting and added that in addition to the above, he would like the clients to receive notification when their grass had been cut.

The Director of Operations provided answers to questions posed in public question time: he stated that the report had been specifically focussed on Silverton and supplied answers to questions posed originally by Cllr Mrs Roach; however the current charge was per square metre and not on individual man hours. A working group of the Policy Development Group had been formed to look at budget issues and the Town and Parish Councils would be notified in good time to allow for precepts to be set. With regard to the possibility of the Grounds Maintenance Team moving to Willand, there had been security issues at Park Road and he wished to encourage closer working between the Grounds Maintenance and Street Scene Teams; so yes he was looking at combining the team at Carlu Close, the recharge cost for grass-cutting would be calculated accordingly.

Consideration¹ was given to:

- The consultation process that was taking place with staff
- The need to make savings.

RESOLVED that notification to Town and Parish Councils regarding grass cutting should confirm the number of cuts undertaken with dates; this notification should take place on a monthly basis or as applicable if no cuts occurred during a month.

2.0 Outcome of the Working Group

- 2.1 It was **AGREED** that Town and Parish councils needed to be told what was being cut and when it had been cut.

¹ Minute – 78 Cabinet 23 November 2017

- 2.2 It was **AGREED** that the grounds maintenance² team should price all work on the basis that it should recover the full cost incurred by them carrying out that work.
- 2.3 It was **AGREED** that Town and Parish councils be informed in the first instance that the service was to be reviewed and that full cost recovery be tapered to allow for them to make provision regarding other providers and any required increase to budgets.
- 3.0 Recommendations**
- 3.1 **RECOMMENDATION 1: That notification to Town and Parish Councils regarding grass cutting should confirm the number of cuts undertaken with dates; this notification should take place on a monthly basis or as applicable if no cuts occurred during a month.**
- 3.2 **RECOMMENDATION 2: That the grounds maintenance team price all work on the basis that it should recover the full cost incurred by them carrying out that work.**
- 3.3 **RECOMMENDATION 3: That Town and Parish councils be informed that a full cost recovery pricing model for grass cutting will be implemented over 3 years starting in the 18.19 financial year. However any increase in cost will be tapered to allow for them to make provision regarding other providers and/or any required increase to their budgets.**

Contact for more Information: Andrew Pritchard, Director of Operations

Circulation of the Report: Cabinet Members, Leadership Team, Community and Environment Policy Development Groups.

² The grounds maintenance team is part of the Open Spaces and Street Scene Service.

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COMMUNITY PDG 30 JANUARY 2018

ANTI-SOCIAL BEHAVIOUR POLICY

Cabinet Member(s): Colin Slade
Responsible Officer: Simon Newcombe, Group Manager Public Health & Regulatory Services

Reason for Report: To provide an updated Anti-Social Behaviour (ASB) Policy for consideration.

RECOMMENDATION: That the PDG recommend that Cabinet approve the updated ASB Policy as attached in Annexe 1.

Relationship to Corporate Plan: None

Financial Implications: None

Legal Implications: The Anti-Social Behaviour, Crime and Policing Act 2014 provides agencies including Local Authorities with enforcement powers in addressing anti-social behaviour. The Act replaced Anti-Social Behaviour Orders (known as ASBOs) which was the primary civil order in the UK since 1998, with Criminal Behaviour Orders.

The focus of the Act is to streamline the tools and powers available to frontline agencies in dealing with anti-social behaviour. Previously there had been 19 different powers, but these were reduced to a base of 6. They are:

- Civil Injunction
- Criminal Behaviour Order
- Dispersal powers
- Community Protection Notices
- Public Space Protection Order
- Closure of Premises

The purpose of the ASB policy is to provide an overarching basis to link all local services that deal with ASB, therefore to improve co-ordination and encourage a consistent approach to dealing with issues that arise, either informally or formally through the enforcement powers available.

The Council also has a specific responsibility to address ASB as part of wider strategies for reducing crime and disorder under the provisions of the Crime & Disorder Act 1998.

Risk Assessment: A co-ordinated approach to ASB is required to ensure resident satisfaction. If the Council does not commit resources to ASB issues the policy will not be effective and the Council could fail its responsibilities under the Crime & Disorder Act 1998. Limited out of hours service activity could prevent satisfaction of the Councils approach to ASB.

Equality Impact Assessment: An Equality Impact Assessment has been completed and is attached in Annex 2. No equality issues have been identified within the policy.

1.0 Introduction

1.1 This ASB Policy is due a review and updating as per the three year time frame.

1.2 The document has been shared with the following partner agencies, organisations and internal services for comment and officers have taken into account the comments made in this final version. A summary of the consultation responses and changes made to the previous version of the policy is included in the following section.

- Town and Parish Councils (via Local Advisory Groups)
- Devon and Cornwall Police
- Devon County Council Public Health
- Cabinet Member for Community Well-being
- Leadership Team
- Environmental Health, Licensing and Private Sector Housing Teams (Public Health and Regulatory Services)
- Community Safety Partnership Steering Group
- Local Advisory Groups
- Devon ASB Officers Group
- Neighbourhood Housing Team (Housing Services)

2.0 Consultation responses & resulting changes

2.1 Summary

Organisation/Individual	Outline of comments	Action taken
Public Health, Devon County Council (Gill Unstead, Commissioning Manager Substance Misuse)	<i>"Straightforward and clear"</i>	None
Devon & Cornwall Police (Inspector Steve Bradford)	<i>"Looks a good policy".</i> Comments on formatting of document	Amended formatting
Tiverton Town Council (Carole Oliphant, Assistant Town Clerk)	<i>"I do have some suggestions for improvements to the Policy which you can do with as you feel fit. This comes from my previous life as a Process Architect and Governance Manager for EDF Energy at Hinkley Point and is not in any way any criticism of your policy"</i>	Noted. It was felt that without a re-structure of the whole document most of the points outlined were included within the policy document. This was further developed with comments received from Tanya Wenham – see below.

	<i>writing skills</i> Carole then outlined a suggestion for the layout and format of the policy.	
MDDC Governance – (Catherine Yandle, Group Manager for Governance, Performance and Data Security)	Comments relating to formatting and language	Amended formatting
MDDC Public Health/Environmental Health (Jeremy Pritchard, Lead Officer – EH)	<i>“ASB Policy reads well to me”</i> . Noted that the contained information sat in the middle of other ASB Policy documents produced in other authorities which could be brief or very detailed.	None
MDDC Public Health/Licensing (Tom Keating, Lead Officer – Licensing)	Regarding Information Sharing- <i>“Based on the Licensing Act, we do not need permission from the resident to share this information because it must be shared with the applicant. However, if they have legitimate concern for their welfare, they can request that we redact personal information.”</i>	Noted and amended
MDDC Public Health/Private Sector Housing (Tanya Wenham, Lead Officer- PSH)	Tanya restructured the document and provided this in a ‘tracked’ document format. The contents were in the main the same, but re-arranged into a policy format that Tanya had used before.	Following discussion with Tanya and Simon Newcombe it was agreed to adopt the revised format
MDDC/Housing Services (Claire Fry, Group Manager Housing Services)	<i>“I note that it does not conflict with the approach of the Housing Service. We are altering our offer to tenants on the basis that we are no longer able to manage minor issues; instead, we encourage them to take part in mediation”</i> .	Noted. Mediation will be recommended at point 5, under Self Help or Assessment.

3.0 Recommendation

- 3.1 That the PDG consider the updated policy and recommend it for approval by Cabinet.

Contact for more Information: Yvette Welsh (ASB Lead and Community Safety Support Officer) 01884 234996 ywelsh@middevon.gov.uk or Julia Ryder (Community Safety & Emergency Planning Officer) 01884 234966 jryder@middevon.gov.uk

Circulation of the Report:

Cabinet Member with responsibility for Community Well-being (Cllr Colin Slade)
Members of the Community Policy Development Group
Group Manager for Governance, Performance and Data Security (Equality Impact Assessment)
Legal Services
Audit
Leadership Team

List of Background Papers: MDDC ASB Policy 2014 (previous policy)

Annex 1 – Anti-Social Behaviour Policy December 2017

Annex 2 – Equality Impact Assessment

Equality Impact Assessment Form and Action Table			
What are you completing the Impact Assessment on (which policy, service, MTFP reference etc)?		Anti-Social Behaviour Policy	
Version	3	Date	November 2017
Section 1 – Description of what is being impact assessed			
<p>If the policy provides an even and reasonable response to those that report Anti-Social Behaviour (ASB) to Mid Devon District Council and/or the Community Safety Partnership (CSP). If any subsequent action taken by the Council or CSP in relation to the ASB is even and proportionate in regard to the individuals responsible for the cause of the ASB.</p>			
Section 2A – People or communities that are targeted or could be affected (taking particular note of the Protected Characteristic listed in action table)			
<p>Those reporting ASB who could be vulnerable by age, disability and mental health.</p> <p>Those responsible for causing ASB. This includes young people, sometimes children, and those experiencing mental health issues.</p>			
Section 2B – People who are delivering the policy or service			
<p>Staff responsible for responding to ASB complaints from the community.</p>			
Section 3 – Evidence and data used for the assessment (Attach documents where appropriate)			
<p>Evidence indicates that the majority of ASB is caused by young people within the community. This behaviour is most often due to the lack of boundaries put in place by parents/carers and family members. Often the family is dysfunctional and adults in the home are experiencing issues with domestic abuse, alcohol, drugs, mental health, or a combination of all.</p> <p>However when adults are involved in the cause of ASB there is much evidence to show that use of alcohol, drugs or mental health issues play a part in the behaviour.</p>			

Section 4 – Conclusions drawn about the equalities impact (positive or negative) of the proposed change or new service/policy (Please use **prompt sheet** in the guidance for help with what to consider):

The impact of the updated ASB Policy is minimal as there are good multi-agency information sharing practices in place with key partner agencies. The process encourages all agencies to consider the vulnerability of victims, the wider community and perpetrators and their families when considering and implementing solutions and sanctions. A small amendment has been made to the policy to include a statement around considering thoughts and actions regarding equalities during the process.

If you have identified any negative impacts you will need to consider how these can be mitigated to either reduce or remove them. In the table below let us know what mitigation you will take. (Please add rows where needed)

Identified issue drawn from your conclusions	Actions needed – can you mitigate the impacts? If you can how will you mitigate the impacts?	Who is responsible for the actions? When will the action be completed?	How will it be monitored? What is the expected outcome from the action?
Age			
Different approaches and mechanisms are required for engaging with and representing, people of different ages, in particular children and young people.	Additional information included in the ASB Policy regarding reasons behind behaviour and vulnerabilities of perpetrators.	ASB Lead Officer oversees multiagency responses, liaising with youth agencies, health and social care.	Regular 1-1 with manager and reports to ASB Officers Group and CSP Steering Group
Disability			
Different approaches and mechanisms may be required for engaging with and representing, people with a range of disabilities depending on their individual needs.	Additional information included in the ASB Policy regarding reasons behind behaviour and vulnerabilities of perpetrators.	ASB Lead Officer oversees multiagency responses, liaising with youth agencies, health and social care.	Regular 1-1 with manager and reports to ASB Officers Group and CSP Steering Group
Gender Reassignment			
It is very important that the specification does not discriminate against those who are or have undergone gender reassignment who currently use the service or may wish to use it in the future.	N/A	N/A	N/A

Marriage and Civil Partnership			
No issues identified	N/A	N/A	N/A
Pregnancy and Maternity			
It is very important that the specification does not discriminate against those who are pregnant, who use the service or who wish to use it in the future.	N/A	N/A	N/A
Race (including ethnicity or national origin, colour, nationality and Gypsies and Travellers)			
It is very important that the specification reflects the particular needs of people from all backgrounds who currently use the service or may wish to use it in the future.	Additional information included in the ASB Policy regarding reasons behind behaviour and vulnerabilities of perpetrators.	ASB Lead Officer oversees multiagency responses, liaising with youth agencies, health and social care.	Regular 1-1 with manager and reports to ASB Officers Group and CSP Steering Group
Religion and Belief			
It is very important that the specification reflects the particular needs of people irrelevant of their religion and beliefs who currently use the service or may wish to use it in the future.	N/A	N/A	N/A
Sex			
It is very important that the specification reflects the particular needs of people irrelevant of their sex who currently use the service or may wish to use it in the future.	N/A	N/A	N/A

Sexual Orientation			
It is very important that the specification reflects the particular needs of people irrelevant of their sexual orientation who currently use the service or may wish to use it in the future.	N/A	N/A	N/A
Other (including caring responsibilities, rurality, low income, Military Status etc)			
Rurality It is important that the service is able to engage with and represent individuals who live in rural areas and / or have limited access to public transport.	N/A	N/A	N/A

Section 6 - How will the assessment, consultation and outcomes be published and communicated? E.g. reflected in final strategy, published. What steps are in place to review the Impact Assessment

Impact assessment to be reviewed alongside review of ASB policy – see below.

Completed by:	Julia Ryder
Date	30 November 2017
Signed off by:	Simon Newcombe
Date:	08 December 2017
Compliance sign off date:	
Review date:	Next review date of ASB Policy (January 2021)

Title: *Anti-Social Behaviour Policy*

The purpose of this policy is to set out aims and objectives to ensure that anti-social behaviour is dealt with proactively. It provides guidance to Mid Devon District Council and its councillors, employees and volunteers.

Owner: *Andrew Pritchard, Director of Operations*

Date: *December 2017*

Version Number: *2 (draft)*

Status: *The Anti-Social Behaviour Policy is to be adopted January 2018.*

Review Frequency: *Every three years*

Next review date: *January 2021*

Consultation This document was sent out for consultation to the following:

Town and Parish Councils (via Local Advisory Groups)
 Devon and Cornwall Police
 Community Policy Development Group
 Cabinet Member for Community Well-being
 Leadership Team
 Environmental Health, Licensing and Private Sector Housing Teams, Public Health and Regulatory Services
 Community Safety Partnership Steering Group
 Local Advisory Groups
 Devon ASB Officers Group
 Neighbourhood Housing Team, Housing Services

Document History

This document obtained the following approvals.

Title	Date	Version Approved
Anti-Social Behaviour Policy		VX

Mid Devon District Council

Anti-Social Behaviour Policy

December 2017

Mid Devon District Council – Anti-Social Behaviour Policy

1. Vision and Statement

'To help protect the safety and security of local communities in Mid Devon making it a desirable place to live'

The Council is committed to helping local communities to deal with anti-social behaviour (ASB) proactively. ASB can damage communities and neighbourhoods if it is not dealt with efficiently and effectively.

2. Introduction

This is an overarching policy which links all local services that deal with ASB to improve co-ordination and encourage a consistent approach to dealing with issues that arise. The policy also provides details on all the services in the Council that have a remit to respond to reports of ASB.

Everyone who lives, works or visits the Mid Devon area is responsible for ensuring their conduct is respectful of our communities and our neighbourhoods. Behaviour that has the potential to blight our landscape or that of our environment or our communities should not be tolerated and the Council, with its partner organisations will promote good behaviour throughout the district.

3. Service Standards and Actions

Where incidents of ASB are reported to the Council we will endeavour to meet the following service standards:

- Acknowledge receipt of a reported incident within five working days
- Identify the most appropriate service to assist with the incident
- Investigate the reported incident where possible, and help to resolve your complaints
- We will inform you of what action we can take and tell you if the investigations will take longer than expected.

4. Definition of Anti-Social Behaviour

The Anti-Social Behaviour, Crime and Policing Act 2014 defines anti-social behaviour as:

- a) conduct that has caused, or is likely to cause harassment, alarm or distress to any person;
- b) conduct capable of causing a nuisance or annoyance to a person in relation to that persons occupation of residential premises; or
- c) conduct capable of causing housing related nuisance or annoyance to any person.

There are many types of behaviour that could be considered as being anti-social, and different types of behaviour will have differing levels of impact depending on where and when it is conducted. Some examples are:

- Occurring in a public space - *drinking, graffiti*
- Affecting a community - *rowdy neighbours*
- Directed towards an individual - *harassment or verbal abuse*
- Affecting the environment - *fly tipping, litter*

The information in the table below provides details of those services within Mid Devon District Council that may respond to different incidents of ASB. This list is not exhaustive and there may be incidents not detailed below that may be covered by one of the service areas.

Service or team	Anti-Social Behaviour
Public Health and Regulatory Services (including Licensing, Environmental Health and Private Sector Housing)	Noise Light Pollution Animal Nuisance including pests Pollution Nuisance Odour Nuisance Noise & Other Nuisance from licensed premises After Hours Drinking Under-age sales General Conduct of licensed premises Disorder from licensed premises Gambling Properties in poor or derelict condition Unsanitary conditions
Council Housing <i>(in relation to our tenants and effecting our tenants)</i>	Noise Nuisance Drugs Alcohol/Solvent Abuse Condition of Garden Criminal (physical violence) – in consultation with police Children (noise & nuisance) Pets & Animals (fouling, noise etc.) Intimidation Verbal Abuse Youths/ASB Children (ball games) Criminal Damage Racial Abuse Violence/Assault Harassment Communal areas (unsanitary conditions)
Customer Services and District Officers	Abandoned Vehicles Fly-tipping Fly-posting Litter Graffiti Dog Fouling High Hedges Illegal Camping Inappropriate use of play areas Dangerous Dogs
Planning	Properties in poor or derelict condition Alterations without consent Unauthorised encampments (with Property Services)

5. Reporting Anti-Social Behaviour

With limited resources the Council and its partner agencies are unable to help everyone and therefore the Council will prioritise incidents based on set criteria.

Self-help: In the first instance the Council will expect individuals or communities to take steps to resolve the issues themselves. It may be possible to resolve this locally without the direct involvement or intervention of the Council or other agencies. Advice and support is available on the Mid Devon website. A more formal approach to addressing issues is not

always necessary or welcome by communities, however, we would not wish for individuals to put themselves at risk.

Assessment: If lower level intervention is not possible or practical then ASB can be reported by contacting Customer First at Mid Devon District Council on 01884 255255 or the Service concerned direct.

The Council will acknowledge receipt and identify whether or not it is something the Council can help with.

If the Council cannot help, the customer will be informed as soon as possible and be given advice on what steps they can take to deal with the issues raised.

Where the Council can help, the customer will be advised of the department dealing with the issue and the type of action that could be taken.

Referral: Where the incident should be dealt with by a different organisation the Council will refer the case on to the relevant contacts.

Anonymous complaints: Mid Devon District Council takes ASB seriously however anonymous complaints will not be given the same priority as those where individuals or communities have come forward. Further investigation by staff and partner agencies will be undertaken in a targeted approach as and when resources allow.

6. Partnership Working

Mid Devon District Council is a key agency of the Community Safety Partnership (CSP) where all Partners are committed to ensuring Mid Devon stays as one of the safest places to live and work in the United Kingdom. Partner agencies include the Police, Fire and Rescue, Local Authorities (including County, Town and Parish Councils), the voluntary sector and any organisation with a desire to reduce ASB. This will be achieved by a proactive, partnership approach to identifying causes of ASB and supporting diversionary activities to prevent such behaviour.

We will work with other Partner Agencies to tackle all ASB and have regular monthly meetings to address current issues. We link with Devon and Cornwall Police and other partners across the peninsula to ensure a consistent approach and adhere to an agreed ASB escalation process from low level warning letters to court action.

Addressing ASB issues can often take time, in order to gather all information and engage with local people to identify long-term solutions to stop similar issues recurring. The Council will work in partnership with other agencies to identify the most effective and efficient methods of addressing ASB cases, taking into account resources, funding available and other priorities within the District.

Underpinning this policy is the need to take a balanced approach to problems and to recognise that community wellbeing is also a key priority for the Council. It is essential that action taken is proportionate to the problem, to resources available and in line with the Council's enforcement policies. The community should be involved, when appropriate, in order to ensure that workable solutions are found.

It is recognised that those that commit ASB often have underlying issues such as substance misuse and/or mental health that is having a negative effect on the individual and their behaviour. Young people and children often become involved in ASB because of lack of behavioural and social boundaries put in place by parents or carers, indeed often the family members may be experiencing substance addiction, domestic abuse, and/or mental health

problems. Many adult perpetrators of ASB are recognised as vulnerable due to mental health and/or substance misuse. Likewise the victims of ASB can be vulnerable for many of the same issues including age (both young and elderly), disability or addictive behaviours. Each case will be assessed and professional agencies engaged where there are wider, underlying issues at the heart of the behaviour. A wide range of preventative measures, including positive intervention and support will be used to get to a successful resolution.

7. Data Protection and Information Sharing

The key to addressing ASB successfully is for agencies to share information they hold. Reports from residents and members of the community are vital in order to link reports made by either residents or other agencies. Information about general ASB can easily be shared between partner agencies but information relating to individuals must only be shared by following the Information Exchange Protocol. Mid Devon District Council works closely with other agencies and co-ordination is often via the Mid Devon Anti-Social Behaviour Coordinator, who is based within the Mid & East Devon Community Safety Partnership.

Many residents are fearful of reprisals if they report ASB. Mid Devon District Council will not divulge details of a resident making a report to anyone other than Partner Agencies, without the prior permission of the resident. In the most serious cases, resulting in a court hearing, the resident will be consulted about how their evidence and identity will be treated as the case progresses towards the courts and about appropriate support available to them.

ASB reported to Mid Devon District Council via representations in connection with the Licensing Act 2003, would require us to share this information as it must be shared with the applicant. However, if individuals have legitimate concern for their welfare, they can request that personal information is redacted. This may also apply to other legislation that the District Council works within.

8. Procedure & Policy Documents

Mid Devon District Council will continue to monitor and develop work to reduce ASB within the district and this will sit alongside the Community Safety priorities action plan to ensure the Council works with our partner agencies to keep ASB at low levels.

This ASB Policy will be regularly reviewed and updated on a three year cycle.

9. Formal Complaints Process

Where the individual or community reporting the incident is unhappy with the Councils response to their concerns they should follow the Councils formal complaints procedure.

CABINET

1st March 2018

REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGENERATION

TIVERTON TOWN CENTRE REGENERATION MASTERPLAN AND INVESTMENT PROGRAMME

**Cabinet Member
Responsible Officer**

**Cllr Richard Chesterton
Mrs Jenny Clifford, Head of Planning, Economy &
Regeneration**

Reason for the Report: To consider the draft consultation document for Stage 1 public consultation in respect of the Tiverton Town Centre Regeneration Masterplan.

RECOMMENDATIONS:

- 1. That stage 1 public consultation commences in order to scope out the contents of the masterplan.**
- 2. That the draft masterplan material, together with emerging work on the Pannier Market and its surroundings, are approved for stage 1 public consultation.**
- 3. That delegated authority be given to the Head of Planning, Economy and Regeneration in consultation with the Cabinet Member for Planning and Economic Regeneration to finalise consultation material.**

Relationship to Corporate Plan: Delivery of key priorities for Mid Devon, including a thriving economy, empowering local communities and caring for the environment.

Financial Implications: The procurement and cost of commissioning this masterplan was considered and approved at a previous meeting of the Cabinet. It is expected that the masterplanning process will identify opportunities and sites for regeneration / redevelopment. The Council has land and property assets within the study area. Any proposals to regenerate, develop or invest in these assets will have financial implications for the Council. These would be considered in detail as part of a subsequent and separate decision making process.

Legal Implications: Legal implications will arise from various property transactions but are anticipated to be managed with existing resource.

Risk Assessment: A full risk assessment will be undertaken as the projects in the scheme are developed. Failure to support a regeneration of Tiverton Town Centre could lead to deterioration in commercial activity and a less vibrant centre.

1. BACKGROUND AND AIM OF CONSULTATION

- 1.1. Material proposed to form the basis of the draft options for the Stage 1 public consultation in respect of the Tiverton Town Centre Regeneration Masterplan**

was presented to Cabinet on 11th May 2017. The Cabinet report included full details on the background, scope and purpose of the masterplan and is attached as **Appendix 1**. This report supplements and updates the 11th May Cabinet report.

- 1.2. The aim of the Stage 1 consultation stage is to gather comments from stakeholders and the general public on a number of draft options for town wide initiatives and key development areas that could be included within the town centre masterplan. The consultation will raise wider awareness of the regeneration project and test opinion on the draft framework and options.
- 1.3. The responses will be used to help shape the draft masterplan and investment programme which will be taken forward to Stage 2 of the project. Stage 2 is concerned with demonstrating that the preferred options are viable both in terms of deliverability and funding, and preparation of a draft masterplan document, action plan and implementation programme to be taken forward to Stage 2 public consultation.
- 1.4. Following consideration of the options material presented on 11th May, Cabinet resolved to defer the consultation document to allow further work to take place on the document and to draft more detailed consultation documentation, for the following reasons:
 - 1) To ensure the public are able to comment on tangible projects with a geographical focus rather than ideas.
 - 2) To refine aspects of the emerging scoping material to concentrate on areas considered to have the most potential.
 - 3) To provide some high level context over the deliverability of the suggested options, particularly the short term priorities, to give the public and local businesses confidence in delivery.

2. UPDATE ON REVISIONS TO DRAFT CONSULTATION MATERIAL

- 2.1. An informal meeting between the consultants (WYG), officers and Cabinet members was held on 16th June 2017 when the options presented to Cabinet on 11th May 2017 were discussed in detail and recommendations made to address the reasons for deferral of the masterplan options from the 11th May 2017 Cabinet. These recommendations included the production of computer generated images to be included within the consultation document to assist the public's understanding of the vision for the town centre.
- 2.2. A second informal meeting between the consultants (WYG), officers and Cabinet members was held on 7th September 2017. A detailed draft Stage 1 consultation document was presented to the meeting. The revised draft options took into account of the following:
 - 1) References to decked parking and riverside development such as restaurants/cafes and bars removed. West Exe car park removed as a potential development site.

- 2) Confirmation of the 8 metre strip already shown on existing plans as public walkway/river edge. Aspirational access routes along the river edge removed.
- 3) Future plans for the Town Hall discussed with the Town Council. Any reference to arts and cultural hub removed.
- 4) The bus station shown as a separate development site to be considered for improvement and/or redevelopment in the longer term.
- 5) Additional land around Phoenix Lane (previously not included) now shown within the potential development area.
- 6) Hotel site no longer identified as a numbered development site.
- 7) Site 8 extended to include current entrance to Tivoli and identified as a priority.
- 8) Potential development areas around the market extended. Additional land for future redevelopment identified to include land to the west of the market, a larger area for site 11, the existing garage and Lloyds TSB car park.
- 9) Market Walk identified as short term priority.
- 10) Relocated coach parking included as short term priority. St Peter's church identified as possible location for drop-off/pick-up.
- 11) Former post office site extended to include New Hall and immediate area.
- 12) Lowman Green site included as important eastern gateway.
- 13) Further sites identified within West Exe to support town-wide regeneration initiatives and enhancement.

2.3. Further actions arising from these informal discussions included:

- 1) Improve some of the images within the material.
- 2) Leave options open as to a potential site for coach parking.
- 3) Consider extending site 19.
- 4) Liaise with Environment Agency with regard to riverside activities and greening.

2.4. The draft options consultation material has now been updated and amended to reflect the points in 2.2 and 2.3 above and is attached as **Appendix 2**.

2.5. In addition, a site meeting with the Environment Agency has been held during which options for the riverside were discussed. The Environment Agency representative indicated support for the environmental initiatives in the emerging work, including riverside enhancements. However, the considerable flood flow hazards mean that some of the aspirations would be unsuitable. Their advice is summarised below.

- 1) No trees or planters along the riverside walk, although possibility of introducing strips of grass and wild flower mixes and bat/bird/invertebrate boxes
- 2) Nothing moored in the river, e.g. restaurant boat, due to high velocity flows which would likely sink it.
- 3) Use of the river frontage for riverside stalls and boat hire (such as pedaloos) could be acceptable provided that they can be quickly removed and stored safely in the event of a flood. There should be no permanent structures erected on the flood defence.

The Environment Agency will have opportunity to comment formally on the emerging work as part of the consultation process.

3. MASTERPLAN MATERIAL FOR STAGE 1 PUBLIC CONSULTATION

- 3.1. The updated draft consultation material for the Tiverton Town Centre Regeneration Masterplan is attached for consideration (**Appendix 2**).
- 3.2. The public consultation will help scope out the contents of the masterplan and shape the draft masterplan document for future consultation. The material contains a number of suggestions for key town wide initiatives and options for development areas.
- 3.3. The consultation draft sets out the vision for Tiverton as a 21st Century market town and sets the challenge of growing Tiverton without losing the intimacy and character of a market town, but providing all the arts, culture, education, leisure expected in a thriving town.
- 3.4. It also sets a number of objectives: to create a great environment, ease of movement, a vibrant market, inviting gateways into the town centre, an expanded cultural programme, an active waterfront, an expanded/new cinema, larger retail footprints, an expanded retail component within the town centre, and quality public realm and green spaces. These are set out in more detail in the Cabinet report dated 11th May 2017.
- 3.5. The material sets out a number of potential initiatives:
 - 1) **Accessibility:** Tiverton is an easily accessible destination with good road connections and access to public transport. The town centre also needs to be accessible in terms of parking, coach and bus parking and drop off points, pedestrian and cycle links. Attractive pedestrianised areas and a holistic wayfinding and lighting strategy would enhance the town centre.
 - 2) **Identity:** Tiverton should be seen as a quality market town and destination, with a clear brand focusing on food, drink, arts & crafts and leisure. The public realm should reinforce the identity with flexible market and event space.
 - 3) **Environment:** High quality public realm with public art and green space, celebrating the quality of the historic townscape.
 - 4) **Quality:** Tiverton is seen as a quality shopping and recreational destination with an improved environment offering a range of facilities for local people and visitors.
- 3.6. A number of key projects and development site opportunities are identified, including the Phoenix Lane corridor and the Pannier Market area. Some of these involve Mid Devon Council property assets. These key projects could

help kick start the regeneration of the town centre and promote inward investment.

- 3.7. Finally, some suggested short, medium and long term priorities and next steps are set out.
- 3.8. The Stage 1 consultation will focus on scoping out the contents of the masterplan and considering the key issues and options.
- 3.9. During Stage 1 consultation statutory consultees, business interests, organisations and the public will have opportunity to comment on what should be included within the masterplan and the options presented in the consultation material.
- 3.10. Consultation responses will be analysed and will feed into the identification of preferred options. These preferred options will then be viability tested and opportunities for delivery and funding explored before the final options are incorporated into a draft masterplan document which would then proceed to Stage 2 consultation.

4. CONSULTATION ARRANGEMENTS

- 4.1. Stage 1 public consultation is proposed to take place over a 6 week period with provisional dates in April and May 2018.
- 4.2. Means of consultation will include:
 - 1) Public exhibition, potentially to be held in the Pannier Market or other suitable local venue – date to be agreed.
 - 2) Presentation to Tiverton Town Council with invitations to other Town and Parish Councils.
 - 3) Exhibition boards erected in Phoenix House.
 - 4) Dedicated website pages.
 - 5) Publicity arrangements are to include press release, Facebook, Twitter and press advert.

5.0 THE PANNIER MARKET AREA: VISIONING AND EXPLORATION OF OPPORTUNITIES

- 5.1 Work on the Tiverton Town Centre Regeneration Masterplan project has helped to highlight the potential of the town's Pannier Market, the market setting and surrounding area to act as a focus and catalyst for wider regeneration and investment activity in the town centre. It is also important in achieving the emerging vision for the town.
- 5.2 The Council has taken the opportunity to act proactively and to start the process of developing a vision of how the Pannier Market and surrounding area could be enhanced, make a greater contribution towards regeneration and deliver on its potential within the wider town centre context.

- 5.3 The Council has commissioned consultants to undertake an urban feasibility study to look at visioning of this part of the town, together with options for the enhancement and potential redevelopment of the area surrounding the Pannier Market. The brief was simple: How could Tiverton Pannier Market and its surrounding area play a more positive role in the town?
- 5.4 The consultants looked at the existing market's strength and weaknesses, its historic context and its form and function within the town. Its relationship with the town centre was compared and contrasted with the market at Tavistock.
- 5.5 A number of initial ideas and a vision for the market area have been developed as a starting point for further work and to form the basis for consultation. A design concept has emerging illustrating options and opportunities for regeneration and redevelopment in and around the market area.
- 5.6 The feasibility study takes a brief look at a potential range of opportunities and starts to consider that these might look like. Emerging suggestions at this stage include transforming the market building itself into a mix of permanent restaurant and café uses combined with employment studios, redeveloping the area around the market for mixed uses of retail, leisure and residential, and the introduction of a new town square. The suggestions look at "greening" the whole area and including a market garden, and street market space spilling out onto Fore Street.
- 5.7 The feasibility study and design concept document is attached as an **Appendix 3** to this report.

Contact for more information	Tina Maryan, Area Planning Officer 01884 234336 tmaryan@middevon.gov.uk
Background Papers	Cabinet Report and Minutes 11th May 2017
Circulation of the Report	Councillor Richard Chesterton Cabinet Member for Planning & Regeneration

CABINET

11 May 2017

Tiverton Town Centre Regeneration Masterplan and Investment Programme

Cabinet Member

Cllr Richard Chesterton

Responsible Officer

Mrs Jenny Clifford, Head of Planning & Regeneration

Reason for the Report: To consider the presentation of options for inclusion in the masterplan for Stage 1 public consultation.

RECOMMENDATIONS

1. The options identified in the presentation are approved for stage 1 public consultation on the Tiverton Town Centre Masterplan.
2. That delegated authority be given to the Head of Planning and Regeneration in consultation with the Cabinet Member for Planning and Economic Regeneration to finalise consultation material.

Relationship to Corporate Plan: Delivery of key priorities for Mid Devon, including a thriving economy, empowering local communities and caring for the environment.

Financial Implications: The consultants' fees for the preparation of the masterplan SPD, including two stages of public consultation, is in the region of £52,000.

Legal Implications: Legal implications will arise from various property transactions but are anticipated to be managed with existing resource.

Risk Assessment: A full risk assessment will be undertaken as the projects in the scheme are developed. Failure to support a regeneration of Tiverton Town Centre could lead to individual projects being undertaken without a comprehensive view of 'the whole story', deterioration in commercial activity, a less vibrant centre, with impacts to the Council as an asset owner as well as one of strategic leadership of place.

1. BACKGROUND

- 1.1. After some years in decline Tiverton's revival began with the construction of the North Devon Link Road, in the late 1980s. During the early 1990s, retailing in the town struggled after the opening of the Great Western Way, which led to the closure of Fore Street in the town centre to all but pedestrians. The decline was reversed to a degree by various regeneration projects, and Tiverton's trade improved in the late 1990s and early 2000s, especially on the main market days, Tuesday, Friday and Saturday and following significant housing development. However, the major recession of 2008–9 hit Tiverton reasonably hard; several chain stores closed their branches and a number of empty shops appeared. The current presence of Marks and Spencer, Tesco and Argos has assisted in keeping the town relatively active, and the town has a current shop

vacancy rate of around 7%. Tiverton won one of the 15 positions in the Round 2 pilot scheme as a Portas Town.

- 1.2. Tiverton has become a popular dormitory town for commuters to Exeter and Taunton, and this growth has been supported by large housing projects to the north of the town. The resulting influx of population has led to further development of the town's services and shops, Tesco and Marks and Spencer, being examples. Significant further housing growth is planned, in particular the Tiverton Eastern Urban Extension.
- 1.3. The Pannier Market was redeveloped in 2005/6 at a cost of more than £3 million, increasing the market's capacity and allowing markets to be held more frequently.
- 1.4. Despite its size and retail decline in recent years, the Tiverton area has many positive draws, such as Knightshayes registered park and garden, the Grand Western Canal, and award-winning museum. Recently, planning permission has been granted for a new Premier Inn.
- 1.5. The policy framework for the town centre regeneration is set out in policy COR13 of the Core Strategy 2007 and policy AL/TIV/19 of the Allocations and Infrastructure DPD January 2011.
- 1.6. Policy S10 of the Local Plan Review 2013-2033 sets out Mid Devon's aims for the future of Tiverton and its town centre. Policy TIV12 relates specifically to the redevelopment of the Phoenix Lane area, at the centre of the proposed masterplan area. The Local Plan Review has been submitted for adoption but is not yet adopted and could be subject to minor change.

Policy S10

Tiverton will continue to develop in a balanced way as a medium sized market town serving a rural hinterland in the central part of Mid Devon. The strategy will maintain its status as the largest urban area in Mid Devon and increase the self-sufficiency of the town and its area by improving access to housing, employment and services for its population and that of the surrounding rural areas. Proposals will provide for approximately 2,160 dwellings, of which 540 will be affordable, and 30,800 gross square metres of commercial floor space over the plan period.

The Council will guide high quality development and other investment to:

- a) Manage the town centre so that economic success and heritage reinforce each other, promoting new homes, shops, leisure, offices and key town centre uses which contribute to vitality and viability including an additional 7,000 square metres of gross commercial floorspace in accordance with the sequential approach in Policy DM15;
- b) Enhance walking and cycling opportunities and bus services around the town, particularly improving access via these more sustainable

modes to the town centre, Tiverton Parkway Station, Exeter and Taunton, and their interchange in the town centre.

- c) Enhance the tourism and visitor role of the town and surrounding area.

Policy TIV12 – Phoenix Lane

A site of 1.4 hectares at Phoenix Lane is allocated for redevelopment as a high quality shopping, leisure and residential area with accessible public space.

Redevelopment is subject to the following:

- a) 60 dwellings with 28% affordable housing;
- b) 7,000 square metres of mixed commercial floorspace including retail, office and leisure uses;
- c) Redesign and enhancement of the bus station to include an improved, safe and attractive passenger waiting area with adequate provision for buses and taxi ranks;
- d) Improved pedestrian access between Phoenix Lane and the Pannier market, and between Phoenix Lane and the multi-storey car park;
- e) Retention or relocation of the war memorial within the Town Centre;
- f) Outstanding design that announces the southern entrance to Tiverton's primary shopping area while respecting and enhancing the character, appearance and setting of heritage assets and steep open hillsides;
- g) Retention of the listed building, Gotham House, and measures to protect its character, appearance and setting including the protection of the Town Leat;
- h) Adequate parking and service areas to serve the needs of existing and proposed uses;
- i) Archaeological investigation and appropriate mitigation;

1.7. Some initial investigation work was carried out to look at regeneration in Tiverton Town Centre. We commissioned a Tiverton Town Centre retail analysis in December 2013 and a Tiverton Town Centre feasibility study completed in 2014. A number of previous schemes to regenerate the town centre have not come to fruition and there is a need for a more proactive approach to improve the overall operation of the town centre.

1.8. MDDC has a number of land holdings in Tiverton ranging from centralised offices, to car parks and the Pannier Market and has invested in additional property acquisition in the town centre.

2. THE ROLE OF THE MASTERPLAN AND INVESTMENT PROGRAMME

2.1. MDDC has appointed consultants WYG to prepare the Tiverton Town Centre Regeneration Masterplan and Investment Programme. The masterplan is fundamentally concerned with enhancing the economic prospects of the town together with improving the look and environment of the town centre. Its scope is broader than a purely spatial plan, focusing on wider issues such as the role

and function of the town centre, Tiverton's identity, unique selling points, and its relationship with competing retail and leisure offerings within the area.

- 2.2. To achieve greater vitality and viability it is important to create a more attractive town centre where the environment is of a high quality. Improved streets and spaces can attract and support greater footfall which can potentially translate into greater dwell-time and spend within the town centre. There is a strong relationship between a quality town centre environment and the future economic success of the town. In addition to the spatial masterplan, an investment and delivery framework will be produced to ensure that development envisioned by the masterplan is viable and can be delivered.
- 2.3. The aim of the masterplan and investment programme is to provide a clear strategy to ensure that Tiverton makes the most of its attractive location, wealth of heritage assets, and ease of access to the M5 and A361. It is important that the town meets its full potential as a thriving vibrant place now and into the future, and promotes its many attractive local venues and activities.
- 2.4. Tiverton town centre should be a place of choice and quality, with a good range of shops and services, offering something unique and different to nearby centres, set within an attractive and pleasant environment reflecting the history and character of the place. The town should provide a good range of places to shop, eat, drink and stay and develop a positive image as a traditional English market town.
- 2.5. The masterplan aims to strengthen the economy by creating new opportunities for businesses, jobs, shops and leisure, improving linkages and transforming public spaces to make the town a more attractive place to shop, relax and stay, strengthening the town's role as a retail, leisure and service hub.
- 2.6. The Council can influence land use and building in Tiverton. It owns land that could be made available to help kick-start improvements by working in partnership with other land owners and investors. The Council is keen for the local community to have a key role in the development of the masterplan and the future of the town centre and has set up a steering group comprising Mid Devon officers and members and representatives from the Town Council, local businesses and local residents to help shape the plan as it develops.
- 2.7. The principal aims of the regeneration and investment project as a whole are to:
 - Identify the role and function of the town centre and build on its unique selling points.
 - Improve the range and quality of both the retailers and food and beverage operators within the town centre of Tiverton, and identify gaps in provision locally and the potential to increase vitality and, ultimately, resident and visitor expenditure and satisfaction.
 - Facilitate an improved cinema offer for the town by working in partnership with Merlin Cinemas.

- Improve the car parking facilities for visitors to the town through access improvements, signage and physical links to the town centre.
- Support the emerging Pannier Market business plan to provide a sustainable and thriving market contributing to the local economy.
- Build on the town's historic areas and heritage assets to contribute to this project, including relocating the war memorial to Angel Hill, and applying for grant funding where opportunities arise.
- Develop a business plan to maximise the Council's property portfolio.
- Bring forward new commercial development on land identified in the masterplan, and identify redevelopment opportunities of vacant and underused land and property.
- Work with Premier Inn to ensure delivery of a planned hotel in the town centre.
- Encourage additional choice of quality supermarket shopping within the town centre.
- Promote the formation of a business-led incentive.
- Make Tiverton an attractive place for independent business.
- Provide a pleasant environment to spend time in, including connections to open spaces and the river Exe.
- Create attractive experiences around the town centre and provide improved linkages to other attractions outside the town centre.

2.8. It is proposed to adopt the masterplan as a Supplementary Planning Document (SPD). This is a document that sets out more a detailed framework or policies in support of those contained in the Local Plan. Whilst it does not itself form part of the Development Plan, it is a material consideration in the determination of planning applications.

3. MASTERPLAN OPTIONS FOR STAGE 1 PUBLIC CONSULTATION

3.1. MDDC's Statement of Community Consultation requires two stages of public consultation on SPDs, firstly at the options stage and secondly on the draft document itself. This report relates to material in relation to the first stage of public consultation.

3.2. Following a series of initial stakeholder workshops, the steering group has been working with WYG on preparing a set of options for public consultation. Initial draft options were presented to the steering group on 3rd April and the options were amended following feedback from the steering group members.

3.3. The consultant's presentation (attached) was given to PPAG on 20th April. Members of the Economy PDG and all Tiverton Ward Members were invited to attend the PPAG meeting. The presentation covers:

- Tiverton today
- Analysis overview
- Engagement summary
- The vision
- Themes and priorities

- Key sites: options and aspirations
 - Town wide initiatives
 - Phasing and delivery
 - Summary and next steps
- 3.4. Stakeholder engagement carried out so far highlighted Tiverton as having some very good aspects including the historic environment, attractions such as the river, the museum, Knightshayes and the Grand Western Canal, and a number of good independent shops and successful events such as Electric Nights. There is ample parking and the town meets some of the day to day needs of local people.
- 3.5. However, most of the gateways to the town centre give a poor first impression. The town feels tired, the public realm is poor and there is a lack of greenery. The pannier market is under-utilised and there are limited places to eat and drink. There is a lack of a buzz/identity in the town centre and it was perceived that there is a lack of co-ordination of efforts.
- 3.6. A number of ideas were consistently put forward during the stakeholder engagement, including improving the gateways into the town and the key linkages, for example from the car parks to the town centre, including improving signage to the centre itself and to attractions such as the canal. There was a desire for public realm improvements, including taking traffic out of Fore Street, and incentives to improve shopfronts, as well as recognising opportunities such as redeveloping Phoenix Lane (including cinema expansion) and improving the pannier market. The town centre should be more attractive for families and include cultural offerings and places to attractive eat to develop an evening economy. Links from J27 could boost footfall to the town.
- 3.7. The vision is seen as securing the future of Tiverton as a market town for the 21st Century based on the following key objectives:
- A vibrant town centre – a thriving, historic and expanded town centre, a hub for arts and culture, food and entertainment, shopping and public services with the pannier market at its heart.
 - Excellent connectivity – Good road connections to the surrounding towns and cities, train stations airports, pedestrianised and function villages, and areas and a one-way system to control traffic in and around the town centre, a walkable town with high quality public realm and cycle routes.
 - Successful local businesses – Leading businesses and tourism and leisure based business opportunities. Continue to grow the market and food and craft offer of the town. Encourage and support independents.
 - A family environment – Creating a safe and user friendly environment with safe streets and outdoor spaces, offering family attractions and events.
 - Respect for the landscape – Physical and visual connections with the landscape to retain rural and urban character and a range of quality open spaces.

- Determination to succeed – Proactive and coordinated local partners, Town Council and town centre management team and function active engaged workers and residents that take pride in their town.

3.8. The options highlight a number of key themes and priorities:

- **Accessibility:** improving footfall by creating a “pedestrian loop” around the town, traffic calming, improving the route from the car park/Premier Inn into the town and rationalising parking options.
- **Gateways:** making the entrances to the town more inviting, identifying key connections and improved public spaces.
- **Public realm:** identifying key areas for public realm improvement and greening.
- **Attractions:** identifying what makes the town centre attractive to visitors and what can be done to improve poor quality areas (such as screening backs of shops and commercial bins/parking).

3.9. A number of key development options/opportunities have been highlighted, including a number of key town centre sites in Mid Devon’s control.

- **West Exe car park:** potential for increasing the parking by decking the area and including river frontage uses such as restaurants and outdoor seating with access to the water.
- **Rear of Town Hall site:** opportunity for riverside frontage and public access within the housing scheme.
- **Town Hall:** opportunity to use as cultural hub/flexible space for community activities to complement the Town Council’s use (subject to discussions with the Town Council).
- **Beck Square:** potential to redevelop for residential/retail/leisure
- **Phoenix Lane area:** Premier Inn, cinema redevelopment, restaurants and residential potential, potential to improve bus station appearance.
- **Pannier market area:** opportunity to restrict traffic, improve environment, open up access to the market from Fore Street, screen low quality areas (bins, commercial parking), bring upmarket as food hall/craft centre, redevelopment opportunities, e.g. Market Walk, increase car parking by decking, provide for taxi, cycle and community transport parking.

3.10. In addition to development sites, a number of town-wide initiatives have been identified:

- Support for existing traders
- Incentives for existing and new businesses
- Shop front enhancement grants
- Car parking strategy and price review
- Public realm strategy/ Way-finding strategy
- Green corridors and spaces
- Improved public facilities – public toilets, public transport and services
- Virtual networks – IT, home working, high speed internet, start up enterprise units

- Visitor strategy

3.11. The initiatives and options have been grouped into short, medium and long term priorities (see presentation).

3.12. In response to the presentation of options, PPAG highlighted a number of issues that needed to be more clearly articulated in the options document that goes out to public consultation:

- More explicit reference to TCAT (High School Community Arts Theatre) required – town centre offering should complement rather than compete with TCAT.
- Tiverton Town Clerk should be contacted to discuss inclusion of the Town Hall. The group saw it as a useful inclusion to think about money generating ideas for the Town Council that would complement their use of the building.
- A management plan would be needed for management of the green space, planters, etc.
- Reference was made to the ambition of the wider vision which should be clearer on what destination Tiverton could be and what we should aspire to.
- Emphasis should be on Tiverton as a market town – food, produce, cultural offering and crafts.
- More should be made of the river to tie in with the hydropower project with river improvements and water-based activity.

4. CONSULTATION ARRANGEMENTS

4.1. Stage 1 public consultation is proposed to take place over a 6 week period with provisional dates from 12th June to 24th July 2017.

4.2. Means of consultation will include:

- Public exhibition, potentially to be held in the pannier market – date to be agreed.
- Presentation to Tiverton Town Council with invitations to other Town and Parish Councils.
- Exhibition boards will be erected in Phoenix House, together with dedicated website pages.
- Publicity arrangements are to include press release, Facebook, Twitter and press advert.

APPENDIX: Tiverton Town Centre Regeneration: presentation on options for consultation

Contact for more information: Tina Maryan, Area Planning Officer – 01884 234336 / tmryan@middevon.gov.uk

Circulation of the report: Cllr Richard Chesterton, Management Team

1 Tiverton Town Centre Regeneration

MASTERPLAN AND INVESTMENT PROGRAMME

Introduction

Tiverton Town Centre Masterplan and Investment Programme is a key regeneration project that Mid Devon District Council (MDDC) has commissioned to enhance the economic prospects of the town and provide a clear strategy to make sure Tiverton builds on its existing qualities and assets to meet its full potential as a thriving market town.

The council is keen to focus on delivering the masterplan and assisting the regeneration of the town centre. It owns a large proportion of land that could be made available to help kick-start improvements with other land owners and investors. The council is eager for the local community to have a key role in the development of the masterplan and the future of the town centre.

This is an opportunity for you to comment on the draft options.



Why is this happening?

The town centre has and is still facing a number of challenges and needs a clear vision for the future to help secure investment and create a vibrant town centre and 21st century market town. Past projects have attempted to do this with limited success due to the lack of joined up thinking and an overarching approach.

The study area

The aerial photograph above highlights the study area boundary, which this masterplan focuses on and includes West Exe, the River Exe riverside, the core town centre and eastern gateway.

What is this about?

This is part of the stage 1 public consultation to raise wider awareness of this town centre regeneration project to test opinion on the draft options, and gain feedback from the local community, businesses and key stakeholders to help shape the final masterplan and investment programme for the town centre. Further public consultation will be undertaken before the masterplan is finalised.

When did it begin?

In December 2016 the council commissioned planning and design consultants, WYG and property experts Thomas Lister to prepare the masterplan and investment programme. The project began fully in January 2017 and a series of consultation events have been held to engage with stakeholders of the town, including setting up a steering group to help guide the project and feed information back to the wider public. This is the first formal public consultation event on the draft proposals and it will run for six weeks. A second public consultation event will be held on the full master plan report and implementation programme before it is adopted by the council as a Supplementary Planning Document, to guide and shape future planning decisions in the town centre.

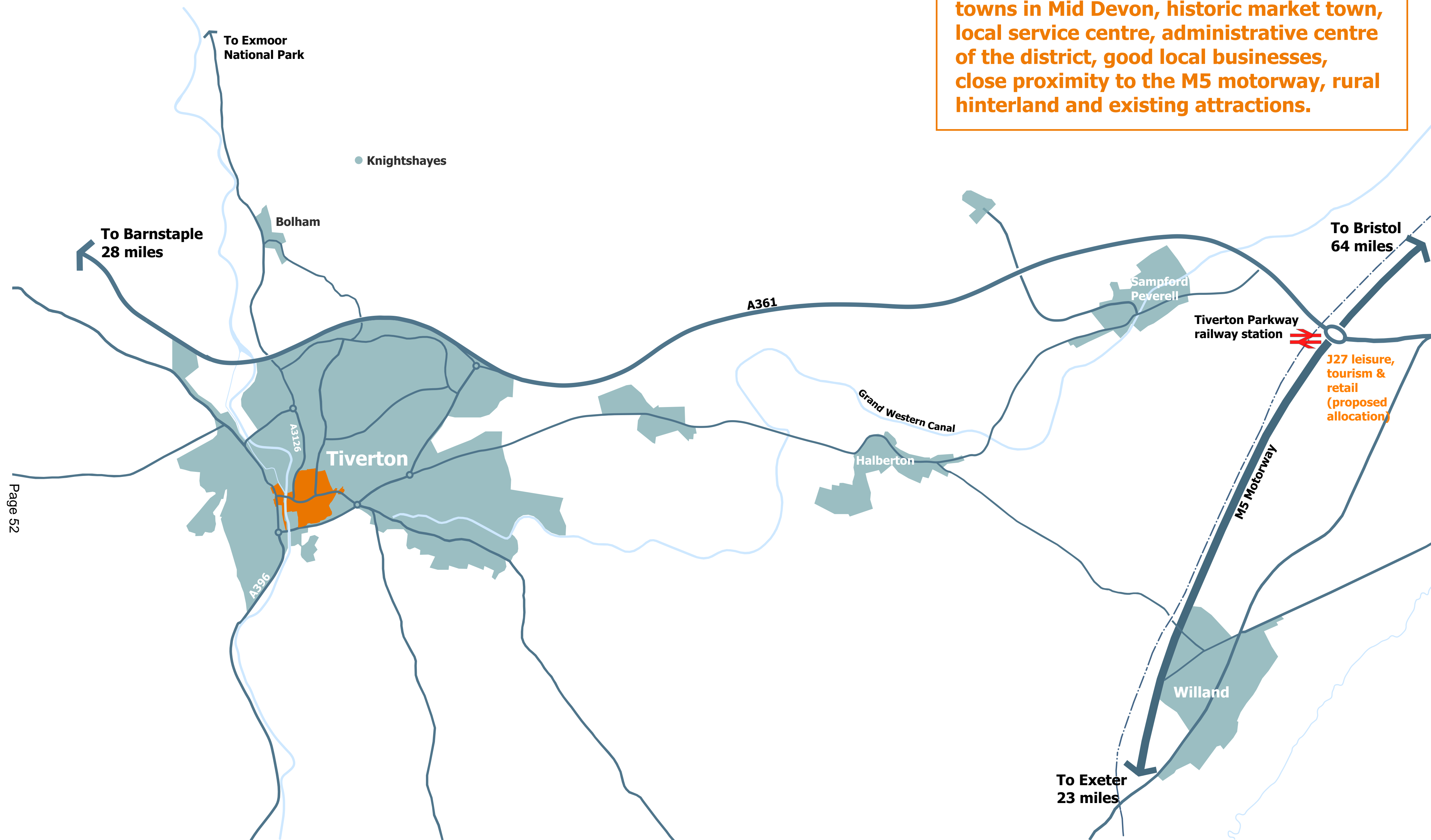
What is the masterplan and what will it do?

The masterplan will provide the spatial framework for the town centre helping to guide future development. The draft master plan will be supported by an action plan and implementation programme to help start the regeneration of Tiverton town centre.

2 Tiverton Town Centre Regeneration

BACKGROUND

Tiverton today



Key assets

The environment – framed views of the historic streets; the River Exe and Lowman that wrap the town; the green slopes of Exeter Hill, the Castle and St Peters, and more.

The Pannier market – historically embodying the Town's entrepreneurial spirit and the regional character of Mid Devon.

The independent shops – range, diversity and distinctiveness alongside the big names too.

Cultural offering – cinema, theatre, churches, New Hall, library, civic offices, performance spaces.

Convenient parking – at every end of the town.

Key issues facing the town centre

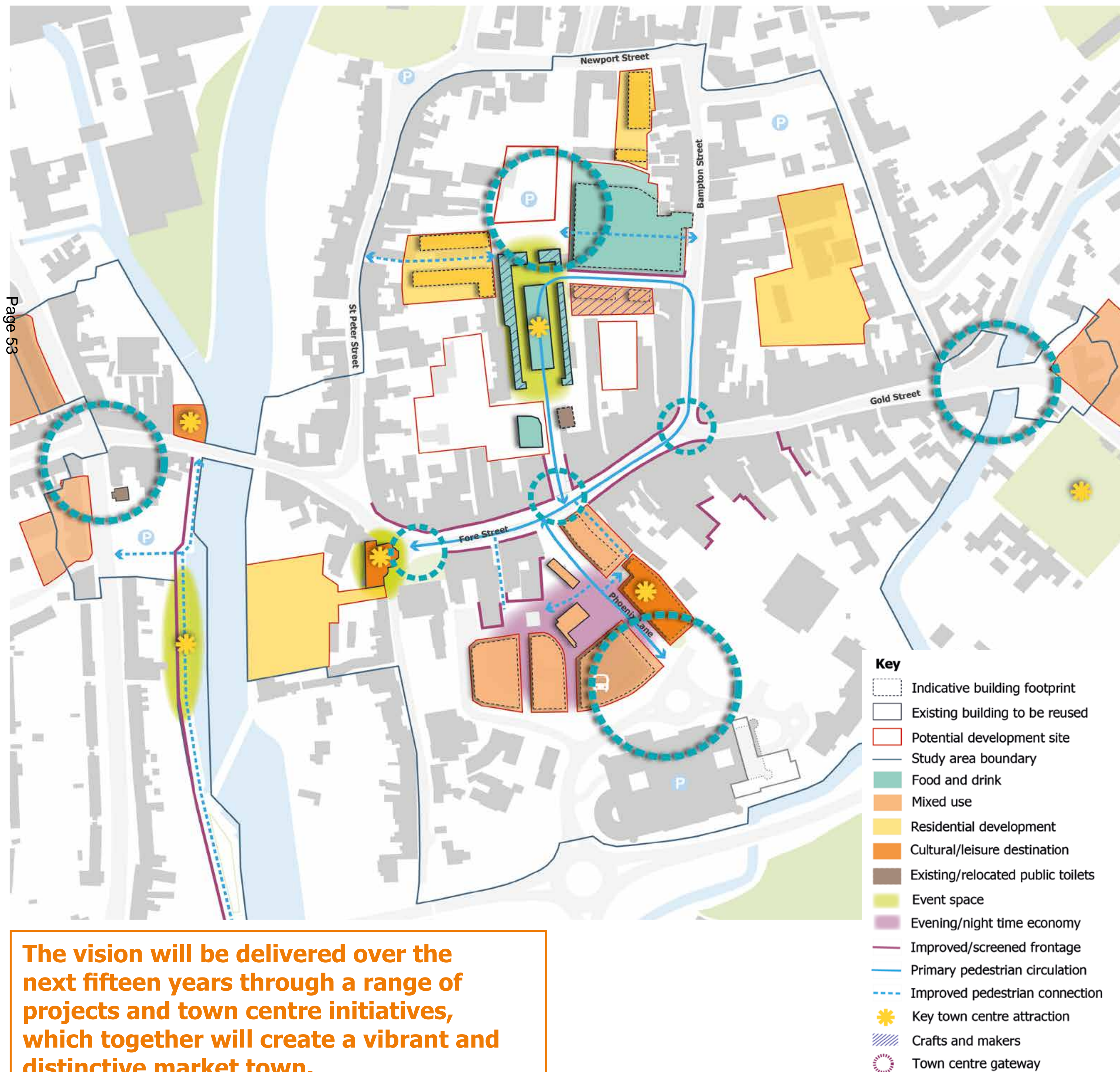
- Lack of vibrancy and vitality
- Competing nearby local centres
- Local people shopping elsewhere
- Outflow of retail spend; set to increase
- Parking costs more than at competing locations in some areas of town
- Environment is historically rich, but does not offer a continuous experience of quality
- Town centre layout is not conducive to maximising footfall
- The Pannier Market is looking tired
- Narrow retail offering
- Limited night time economy
- Limited property market demand.



3 Tiverton Town Centre Regeneration

VISION AND OBJECTIVES

The Vision: Tiverton is preparing to transform into a 21st Century Market Town. The town will grow in size and have a population of more than 30,000. There are already a number of projects identified for change and development in the town centre, Tiverton Eastern Urban Extension, and Tiverton Community Arts Theatre. The challenge is to grow Tiverton without losing the intimacy and character of a market town, but providing all the arts, culture, education, leisure you want in a thriving town over the next fifteen years.



The vision will be delivered over the next fifteen years through a range of projects and town centre initiatives, which together will create a vibrant and distinctive market town.



To do this Tiverton needs:

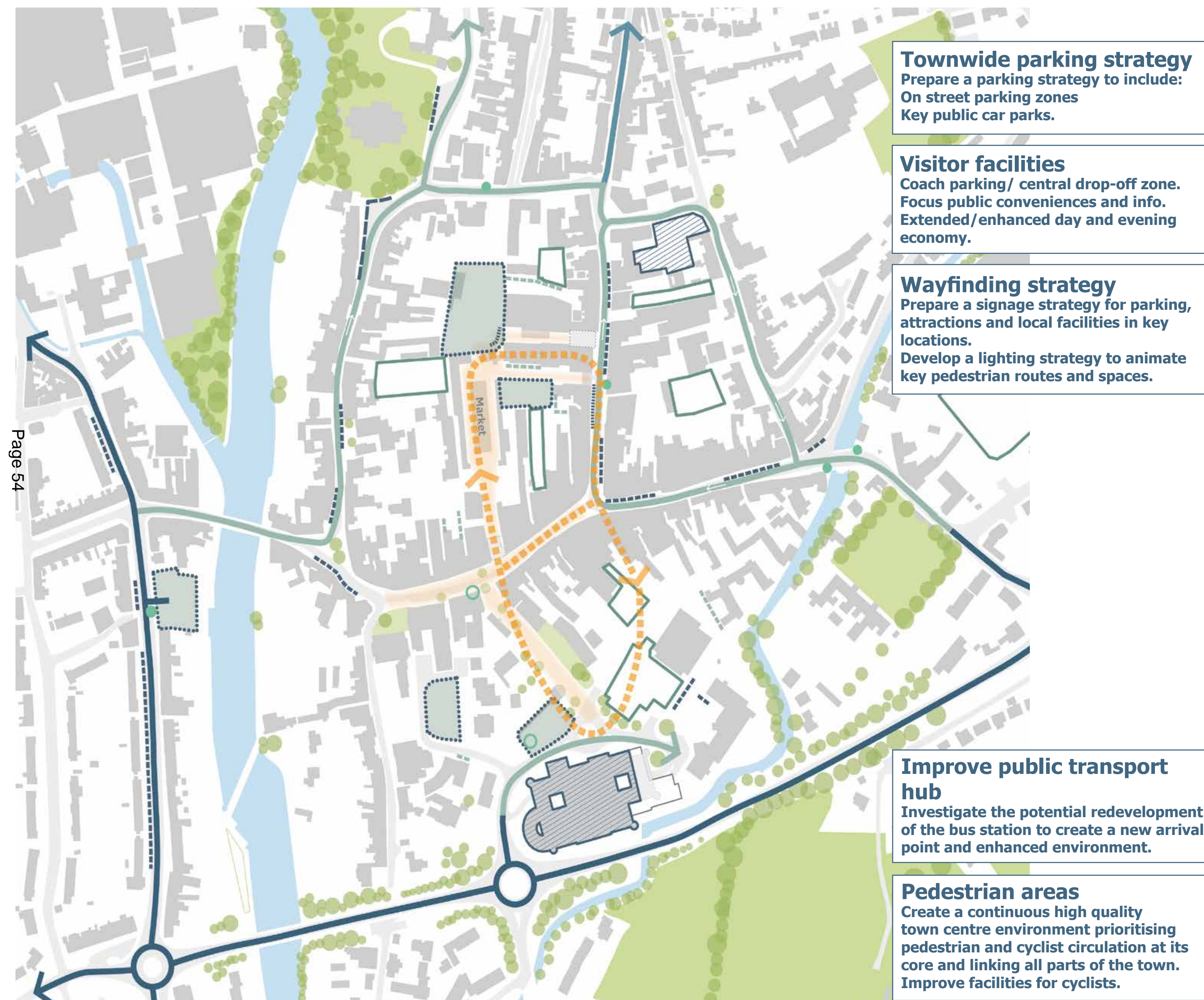
- **A great environment**
- **Ease of movement** (and a small retail loop to get the most out of every visitor – expanded footfall from the same number of people!)
- **A vibrant market**
- **Inviting gateways**
- **An expanded cultural programme**
- **An active waterfront**
- **An expanded/new cinema**
- **Larger retail footprints**
- **An enlarged residential component**
- **Quality public and greenspaces.**

4 Tiverton Town Centre Regeneration

TOWN CENTRE INITIATIVES

Accessibility

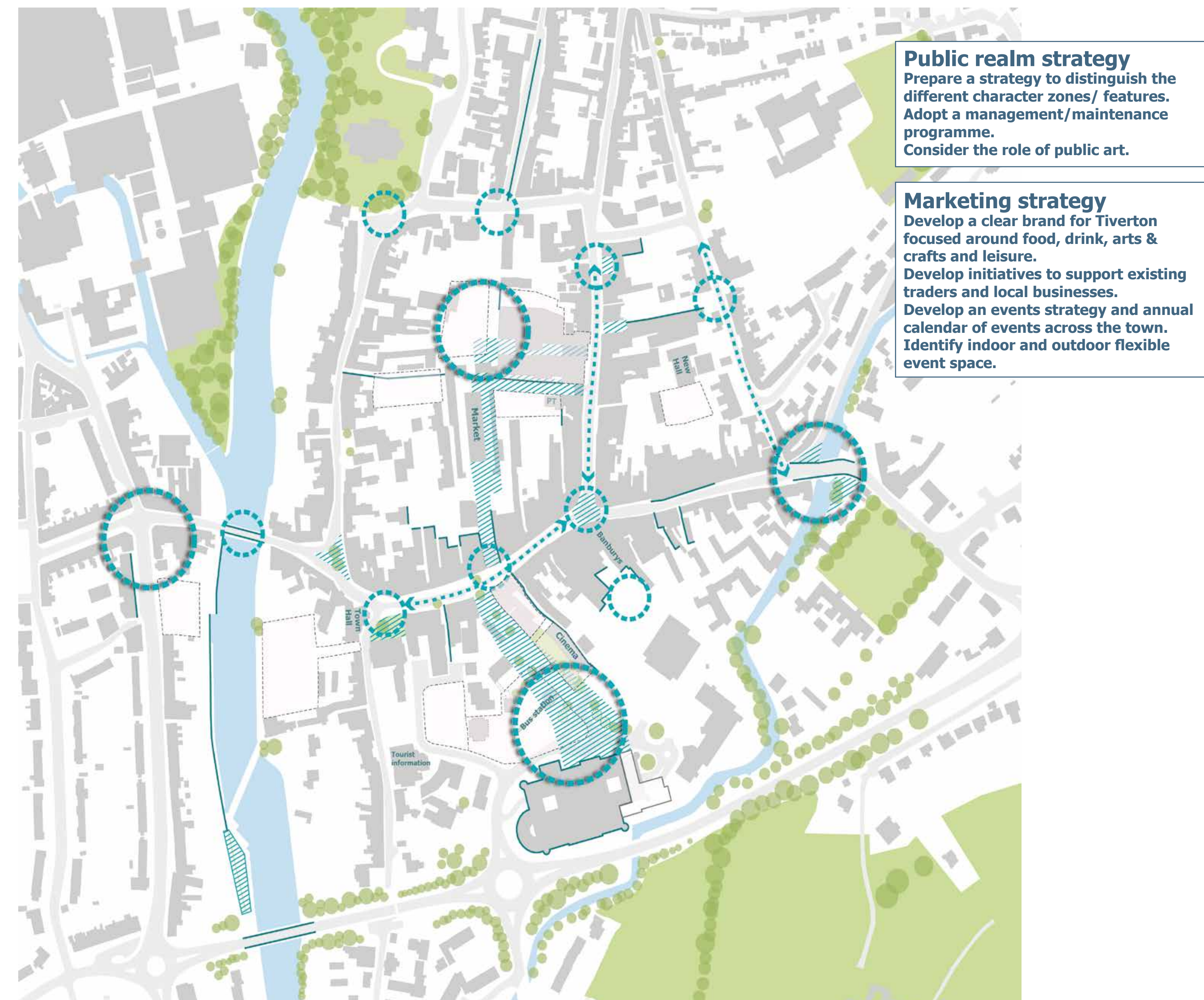
Tiverton town centre - an easily accessible destination with good road connections to the surrounding villages, towns and cities, train stations and airports, pedestrianised areas and a one-way system to control traffic in and around the town centre, a walkable town with high quality public realm and cycle routes.



Current issues for the town
Disconnected from existing train station.
Better connections to nearby shopping centres.
Poor quality public realm and facilities.
No clear signage or legible routes.

Identity

Tiverton town centre - a quality market town and destination. With attractive gateways and pauses within the town centre creating an appropriate sense of arrival and quality environment, adding variety to the different characteristics of the town. The design of the public realm, must combine to give a unified place with special character areas focusing on food, craft, shopping and leisure.

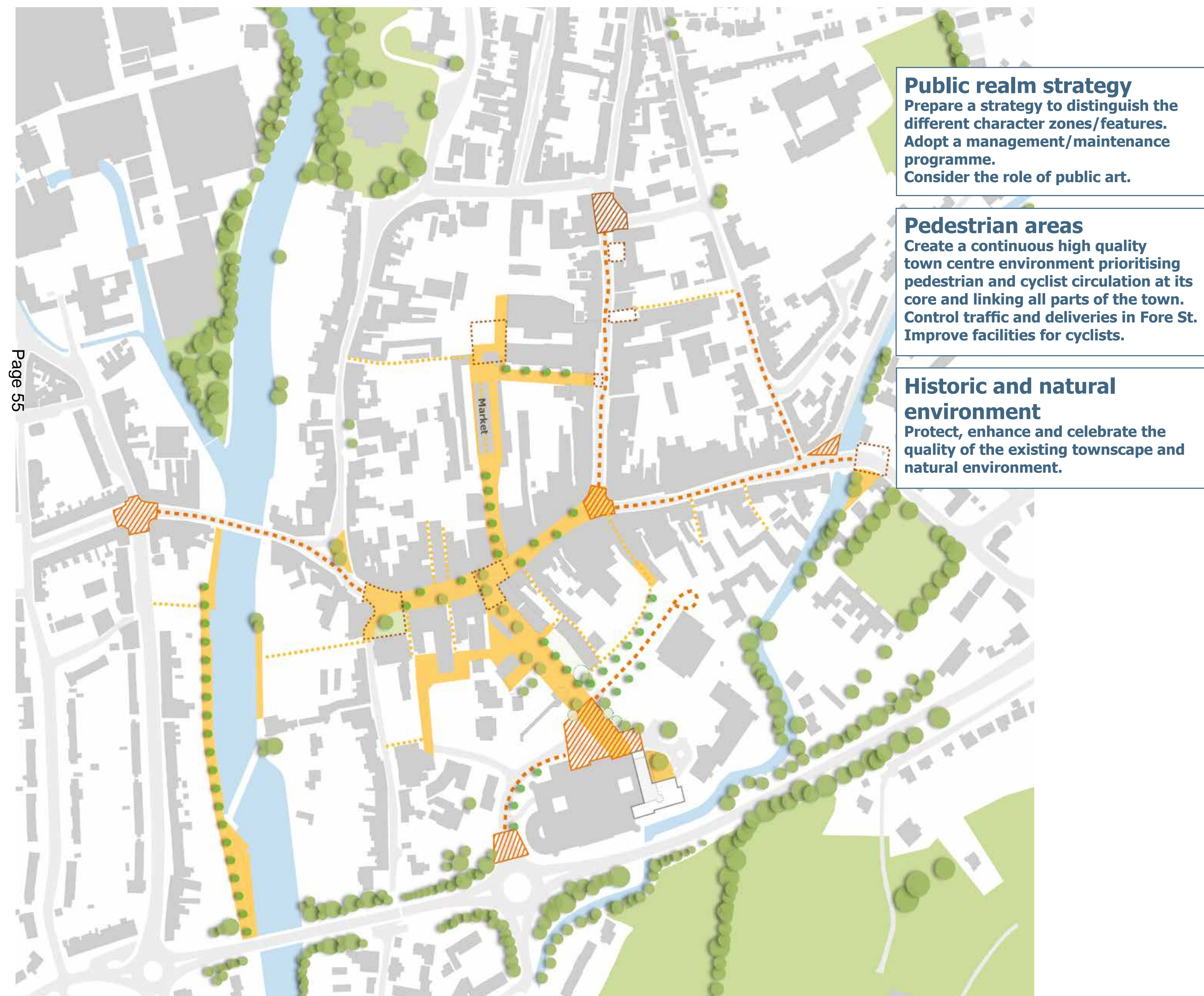


5 Tiverton Town Centre Regeneration

TOWN CENTRE INITIATIVES

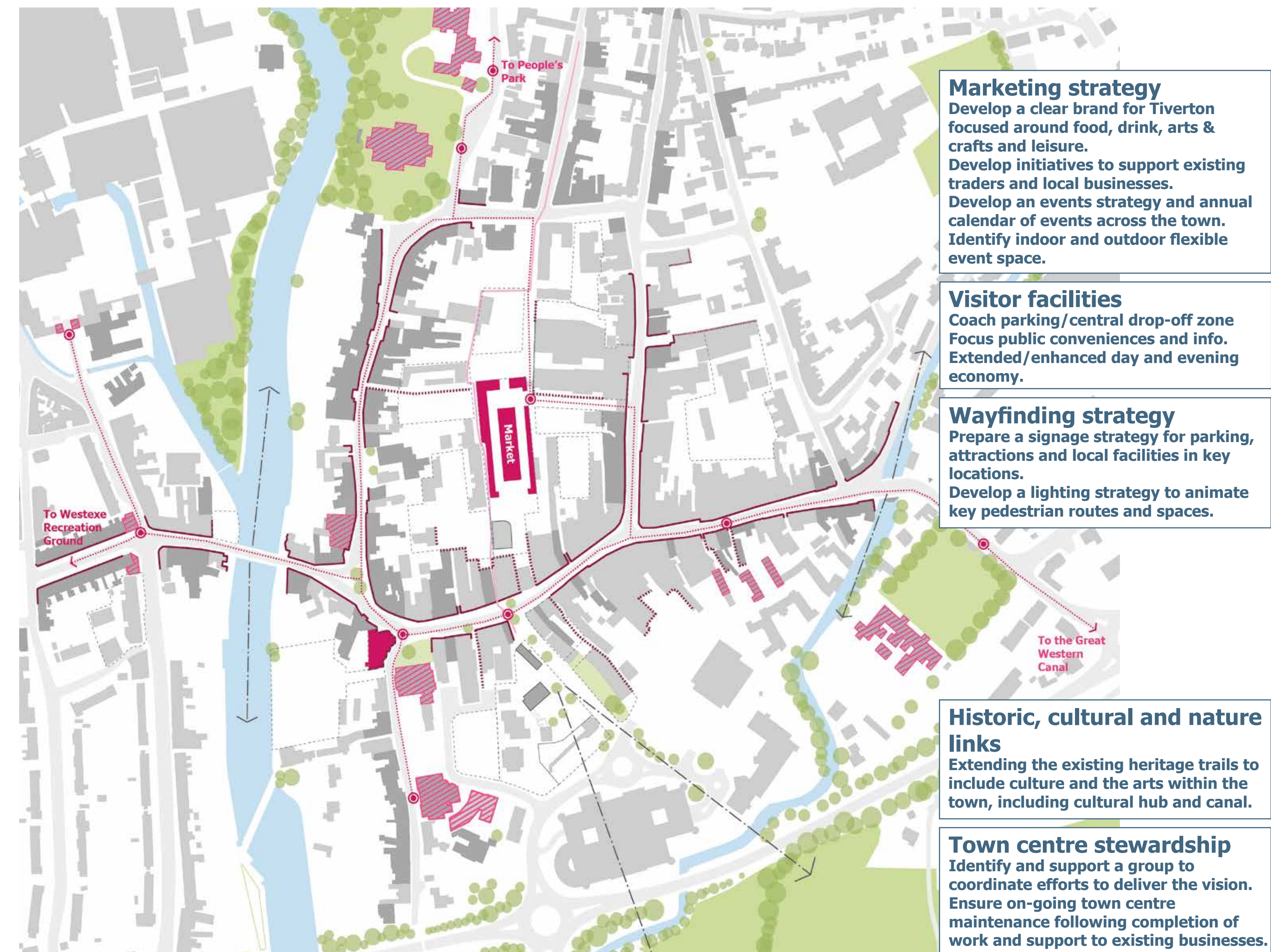
Environment

Tiverton town centre - a distinctive, high quality market town set within the wider landscape of Mid Devon. A place that accommodates a variety of activities and experiences for a range of user groups from shoppers to walkers, workers to tourists. The streets and spaces include key features and historic buildings, open views, townscape and riverside.



Quality

Tiverton town centre - a quality shopping and recreational destination in Devon. An improved environment offering a range of facilities for local people and visitors. A high quality public realm to enhance the historic setting.



Key issues for the town

Lack of joined up marketing strategy or promotion.
Poor signage and information.
Often hidden or unknown, such as the river and green spaces.
Lack of information on websites.
Coach parking is out of the way.
Poor public facilities and night time economy.
Inconsistent footfall.

6 Tiverton Town Centre Regeneration

DRAFT MASTERPLAN

Key projects

Key site 1: West Exe

Owned by MDDC. Potential for comprehensive redevelopment or property enhancement of the shops/flats above. Wider longer term development opportunities linked with West Exe car park site opposite. Potential opportunities for recreational uses on the river.

Key site 2: St Andrews street

Opportunity for riverside frontage and public access as part of the redevelopment. Currently being progressed.

Key site 3: Town Hall

Owned by Tiverton Town Council. Opportunity to enhance as events/cultural venue, including an element of commercial space with new public square and gateway.

Key site 4: Beck Square Car Park

Owned by MDDC. Opportunity for mixed use development, residential accommodation and restaurant/cafe.

Key site 5: Southern Gateway

Partly owned by MDDC. Potential to improve public realm and provide mixed use development with bars and restaurants/offices and residential.

Key site 6: Bus station

Owned by MDDC. Potential longer term redevelopment/ relocation of the bus station to be investigated.



Key sites 7/8: Phoenix Lane

Potential cinema expansion with new entrance to Fore St and Phoenix Lane. Opportunity for residential development with restaurants and cafés on the ground floor to complement the cinema. New and enhanced public spaces linking to the planned hotel and multi storey car park.

Key site 9: The Market

Owned by MDDC. Incentives needed to attract people and traders back to the Market with regular events/late night opening. Potential future role and use as food & drink/ arts & crafts hub. Support proposals in current Market action plan.

Key site 10: Private land

Longer term redevelopment opportunity to further enhance the Market area.

Key site 11: Private car park

Potential for comprehensive redevelopment with land to the north to provide residential development within the town centre.

Key site 12: Northern car park

Owned by MDDC. Opportunity for rationalisation of car park and creating an improved public realm as part of wider Market area redevelopment.

Key site 13: Private garage

Opportunity for future redevelopment as part of Market Walk.

Key site 14: Market Walk

Owned by MDDC. Redevelopment opportunity as a food and retail hall with improved frontages to Bampton St and the Market.

Key site 15: Market Walk South

Potential for relocation of public toilets and creation of a new street with small craft workshops and retail/ exhibition space linked to the Market.

Key site 16/17/18: Private land

Longer term development opportunities within the town centre to bring forward for development.

Various locations

Opportunity to create a new inviting coach drop off/ pick up point.

7 Tiverton Town Centre Regeneration

DRAFT MASTERPLAN

The draft Masterplan identifies potential major interventions which include, The Market, West Exe/The Riverside and Western Gateway, and the Southern Gateway.

1. Potential development site

- Consider the longer term management of areas around the market and the potential for future development.

2. Creating a central pedestrian loop

- Public realm improvements
- Shop front enhancement scheme and promote external enhancement of properties
- Rationalisation of existing on-street and private parking
- Relocation of community transport point
- Pedestrian and cycle links.

3. Potential development site

- Consider the longer term management of areas around the market and the potential for future high quality development
- Consider opportunities for property grant funding.

4. Enhancement of existing pub

- Promote and encourage external enhancement of properties surrounding the market.



The Market

5. Food and craft focus for the town

- Redevelopment of Market Walk as a food/retail hall to offer local produce
- Small scale workshop space promoting arts and crafts with exhibition/demonstration space adjacent and around the Pannier Market
- Explore opportunities for the inclusion of high quality residential development.

6. Market Walk

- Creating new frontages and places to shop/eat/sit/learn
- Enhanced public realm and greenery
- Rationalising parking areas to release land for development of workshop space and high quality residential development.

7. The Market

- Hosting monthly events and activities
- Activities to spill out into the surrounding streets and spaces
- Improving the overall environment and experience
- Promote food/retail and crafts in smaller units around the Market
- Improve vitality and footfall.

8. Potential development site

- Consider the longer term management of areas around the market and the potential for future high quality development.

9. Opening up the town to the Market

- Remove existing buildings along Fore Street to widen the gateway into the Market and to create an inviting entrance and public space.



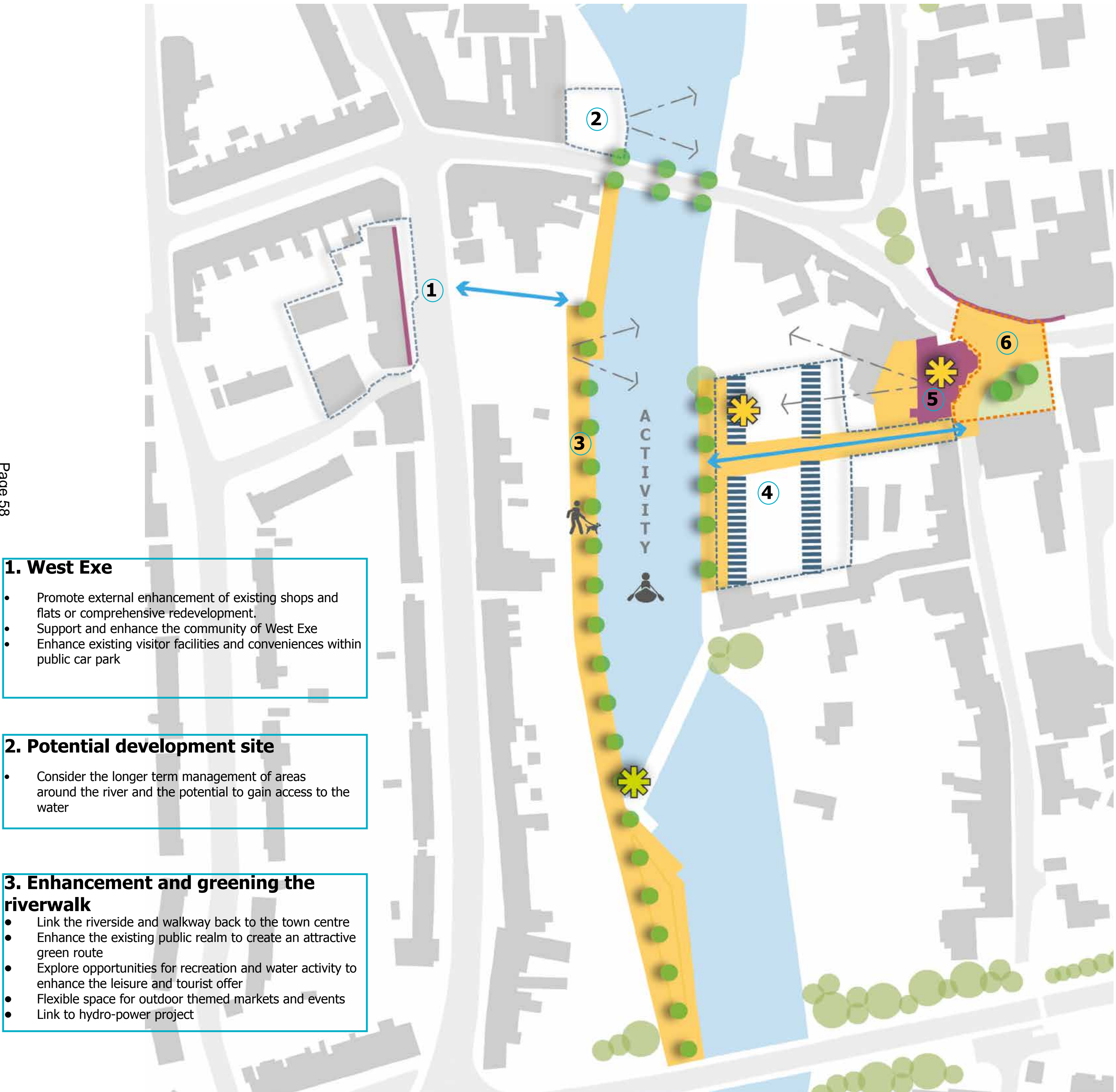
Visualisation of Market Walk and the Market

8 Tiverton Town Centre Regeneration

DRAFT MASTERPLAN

West Exe, The Riverside and Western Gateway

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1. West Exe

- Promote external enhancement of existing shops and flats or comprehensive redevelopment.
- Support and enhance the community of West Exe
- Enhance existing visitor facilities and conveniences within public car park

2. Potential development site

- Consider the longer term management of areas around the river and the potential to gain access to the water

3. Enhancement and greening the riverwalk

- Link the riverside and walkway back to the town centre
- Enhance the existing public realm to create an attractive green route
- Explore opportunities for recreation and water activity to enhance the leisure and tourist offer
- Flexible space for outdoor themed markets and events
- Link to hydro-power project



Visualisation of new public space and gateway in front of the Town Hall

4. Residential development

5. Town Hall

- Events space for weddings and conferences
- Creation of enhanced events/ cultural space for the town
- Opportunities for activities to spill out into new area of public space

6. Western Gateway

- Creation of a new public square and space connecting the town centre and western edge
- High quality public realm link to pedestrianised area along Fore Street
- Hosting a mix of activities including places to sit, watch, play and gather.

9 Tiverton Town Centre Regeneration

DRAFT MASTERPLAN

Southern Gateway

1. Day and night time activity

- Encourage uses and space to support and enhance day and night time activities

2. Improved linkages

- Townwide enhancement of pedestrian and cycle routes
- Open up views and create new spaces

3. The Museum

- Improving the overall entrance and accessibility to visitor services
- Encourage hosting monthly events and activities to spill out into the surrounding streets and spaces
- Improving the overall environment and experience

4. Beck Square car park

- Redevelopment of car park to provide residential development and a cafe/ restaurant on the ground floor to enhance the offer of the museum
- Investigate the potential for underground parking.

5. Fore Street

- Public realm and property enhancement along street to create high quality space for pedestrians
- Explore alternative routes for buses
- Delivery and service vehicles to be restricted to certain times of day
- Enforcement of traffic restrictions

6. Phoenix Lane

- Enhanced public realm and spaces for outdoor performance along Phoenix Lane
- Retain trees and optimise views of surrounding landscape
- Mixed use area to support restaurants/ cafés/ leisure uses alongside residential and office space

7. Cinema redevelopment

- New cinema building with supporting facilities
- High quality design of building and surrounding spaces
- Improving the overall environment and experience
- Maintain frontage on Fore Street and create new frontage along Phoenix Lane
- Relocate memorial garden to suitable town centre site

8. Pedestrian crossing

- Consider improved crossing arrangements over Phoenix Lane from the multi-storey car park
- Potential to align pedestrianised area to car park and new hotel

9. New hotel

10. Redevelopment of bus station

- Future redevelopment of bus station as part of wider Phoenix Lane regeneration to be investigated

11. Multi-storey car park

- Enhancement of existing car park with lighting strategy and visitor facilities/ information.



Visualisation of Fore Street and the new link to the Market

10 Tiverton Town Centre Regeneration

PHASING AND DELIVERY

Short term priorities (1-2 years)

- Adopt masterplan as SPD
- Use action plan to seek and apply for funding
- Central pedestrian loop – improve signage & public toilets
- The Market – enhance & promote/incentives
- Cultural quarter/night time economy
- Relocation of coach parking
- Shop front enhancement scheme
- Public realm/way-finding strategy
- Development Briefs for key sites
- Consider longer term stewardship arrangements.

Medium term priorities (3-7 years)

- Riverside frontage
- Food Hall opportunity
- Cinema redevelopment
- Southern gateway – detailed design
- Rationalisation of northern car parks
- Wider public realm improvements
- Market Walk redevelopment
- Investigate bus station redevelopment.

Longer term priorities (7+ years)

- Acquiring non council owned land to redevelop
- Transport links to potential junction 27 development.

Your comments

Your comments on these draft proposals are important to us, and we would be grateful if you could complete a comment form indicating what you think about the various ideas for Tiverton Town Centre.

Next steps

Following this six-week long public consultation exercise your comments will be reported to Mid Devon District Council. The steering group will consider these comments fully and use them to help refine the proposals before developing them into the final masterplan and investment programme. A further six-week period of consultation will take place on the final masterplan document prior to its adoption as a Supplementary Planning Document by the council.

Thank you for attending.

Illustrative plan

- ① New town square
- ② Retail arcade
- ③ Residential with ground floor retail
- ④ Car parking in green setting
- ⑤ Market garden
- ⑥ Residential
- ⑦ Market including permanent restaurant / café / employment studios
- ⑧ Mixed use residential
- ⑨ New market space onto Fore Street



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CABINET 1ST MARCH 2018

REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGENERATION

THE ESTABLISHMENT OF A MID DEVON GYPSY AND TRAVELLER FORUM.

Cabinet Member(s): Cllr Richard Chesterton, Cllr Ray Stanley; Cllr Colin Slade
Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

Reason for Report: For Cabinet to consider the establishment of a Gypsy and Traveller forum, together with Member representation.

RECOMMENDATIONS:

1. **That the establishment of a Gypsy and Traveller Forum in Mid Devon be approved.**
2. **That three Elected Members be nominated to attend the forum on a regular basis.**

Relationship to Corporate Plan: The forum relates to two of the key priorities of the Corporate Plan: Homes and Community. The forum will provide an opportunity to work with the gypsy and traveller community of Mid Devon, to build positive relationships and outcomes. The forum will promote partnership working across the Council and with other partners including Devon County Council and the NHS, to work towards improving the health, wellbeing and education needs of the gypsy and traveller community in order to address inequalities. In addition, the forum has the ability to help improve our understanding of the housing needs of the travelling community, such as the size and design of pitches, tenure arrangements and the preferred location of sites.

Financial Implications: None anticipated.

Legal Implications: The Council has a public sector equalities duty (PSED) under the Equality Act 2010. This sets out that a public authority must in the exercise of its functions have due regard to the need to eliminate discrimination and to advance equality of opportunity and to foster good relations between those who share protected characteristics and persons who do not share it. The Council is also required to have a 5 year land supply of deliverable housing sites and Gypsy and Traveller Pitches, as well as developing fair and effective strategies to meet longer term needs.

Risk Assessment: The risk of not establishing a forum is that the Council will be less informed about the needs of the Gypsy and Traveller community. The establishment of a forum will also assist in ensuring that Council efforts over the provision of sites and pitches for Gypsies and Travellers will meet their needs (in terms of the facilities provided and the location) and that the community will want to live there.

Equality Impact Assessment: The Council has a public sector equalities duty (PSED) under the Equality Act 2010 (see above). Both Romany Gypsies and Irish Travellers have race as a protected characteristic under the Equality Act 2010 as they are recognised ethnic groups. The creation of a forum seeks to further the implementation of the Council's Single Equality Scheme to meet the duty set out in the Equality Act 2010. The forum also provides an opportunity to promote the Zero Tolerance to Hate Crime campaign, which the Council has signed a pledge to support.

1.0 INTRODUCTION: WHY IS A FORUM NEEDED?

- 1.1 Gypsies and Travellers form part of Mid Devon's community. Although only accounting for a small proportion of Mid Devon's population, the Gypsy and Traveller community are often hard to reach; as such, a proactive approach is needed in order to positively engage with households from the Gypsy and Traveller communities. Whilst in this report the Gypsy and Traveller community is referred to in the singular, it should be noted that there are several communities and distinct racial groups.
- 1.2 Statistics demonstrate the Gypsies and Travellers have the poorest life chances of any ethnic group today and experience particularly poor outcomes in terms of life expectancy, health, education and employment. Many of the challenges the community faces are exacerbated by a lack of suitable accommodation and experiencing discrimination in every aspect of their lives. **Appendix 1** sets out background statistics on these contextual indicators.
- 1.3 The creation of a forum is justified in order to advance equality of opportunity for Gypsies and Travellers and provides an opportunity to promote good relations and advance efforts to eliminate discrimination. Furthermore, there is evidence from elsewhere to show that site provision can lead to significant tensions with the settled community. Better communication can foster a greater understanding of the needs of different communities and enable more informed decision-making.
- 1.4 The subject of this report cuts across several areas of the Council's activities including housing, planning, public health and licencing.
- 1.5 It is intended that the establishment of the forum will follow best practice from elsewhere. A local example of a similar forum that has been operating for some time is that in Teignbridge.

2.0 POLICY BACKGROUND.

- 2.1 The Devon Partnership Gypsy and Traveller Accommodation Assessment (GTAA) published in March 2015 was carried out at a sub-regional level. The report assessed the current stock of occupied permanent / residential site pitches (53 in Mid Devon at the 2014 baseline) and identified a need for an additional 35 permanent pitches together with 11 plots for travelling show people in Mid Devon between 2014 and 2034. The assessment also identified a need for 34 bricks and mortar accommodation units (dwelling houses). No additional need for transit pitches in Mid Devon was identified.

- 2.2 The GTAA figures translate into an annualised need of 3 pitches per year in Mid Devon 2014-19, falling back to 1.2 per year after 2019. This frontloads the need, although the average yearly need over a five year plan period is 1.8 pitches.
- 2.3 A report on pitch provision to Scrutiny Committee of November 2017 advised that since 2014, 11 private pitches have been granted planning permission; therefore the unmet need requirement up to 2022/23 at that time was 9 pitches. The five year supply is a rolling figure and consequently there is a need to continue to identify developable sites and secure the provision of new pitches through the strategic allocations in Local Plans. Although the GTAA provides a baseline figure for need, it is important to recognise that 'need' is not static and is subject to change.
- 2.4 New pitches are allocated for Gypsies and Travellers within the existing and proposed Local Plan. The pitch allocations form part of Mid Devon's strategic housing sites (Tiverton Eastern Urban Extension, North West Cullompton, East Cullompton and Pedlerspool Crediton). The existing and proposed Local Plan also contains policies for the assessment of Gypsy and Traveller site applications, further details are contained in **Appendix 2**.
- 2.5 The Allocations and Infrastructure Development Plan Document was adopted in 2011 and identified that a public gypsy and traveller site would be sought in Mid Devon, subject to the availability of funding. Despite efforts, no such public site has yet been secured. Officers have also been working actively to bring forward pitch provision within urban extensions in accordance with planning policy. Although no Gypsy and Traveller pitches have been delivered on these sites to date, future pitch provision has been secured under outline planning permissions granted to date on the Tiverton Eastern Urban Extension and a reserved matters planning application has recently been submitted on part of this site that details 3 of these pitches.
- 2.6 The Council's Housing Strategy 2015-2020 identifies housing priorities including the delivery of affordable housing. Within this priority is pitch provision for gypsies and travellers to meet need identified within the GTAA. This Strategy cross-refers to planning policies as the primary means to meet such need.
- 3.0 **PURPOSE OF THE FORUM.**
- 3.1 The purpose of the forum is to provide a two way information sharing environment between the Council and the Gypsy and Traveller community of Mid Devon. The key aim of the forum is to improve engagement with the Gypsy and Traveller community. Communication with this community will inform policy development in such a way as to enable any community tensions to be addressed and mitigating actions proposed.
- 3.2 The forum will be:
Welcoming – it will provide a friendly place where all members of the travelling community of Mid Devon can come along.
Trusting – it will provide an opportunity for members of the travelling community, Councillors and professionals from planning, housing, public

health, licensing, education, transport and other backgrounds from the Council, Devon County Council, the NHS and other partner organisations to meet together in a safe and friendly environment, to build a working relationship based on trust and respect.

Learning and sharing – it will allow everyone to join in an open, honest and frank discussion about travelling lifestyles, the needs of households from all travelling backgrounds and how these needs can best be met. Everyone will have the right to have their say and be listened to.

Influential – it will not have any formal decision making powers, but will have great value in helping to shape the thinking and work of the Council and other organisations.

- 3.3 The creation of a forum will engender better understanding of the needs of the Gypsy and Traveller community and to work with the community over the design of sites and pitches to help facilitate delivery and ensure what is provided meets their needs. Greater engagement with the Gypsy and Traveller community via the forum could assist in unlocking the provision of pitches as part of wider strategic housing allocations.
- 3.4 The forum also provides opportunity for a waiting list to be set up to allow the Council to better understand the housing need of the Gypsy and Traveller community. There is an opportunity to work to strengthen collaborative working to prevent the homelessness of those occupying unauthorised sites and illegitimate spaces.
- 3.5 The Council's Corporate Plan community priority includes Aims that the Council will work with local communities, including working with health partners and community groups to provide a stronger voice for, and the promotion of, health and wellbeing. In addition, the Plan also specifically states that the Council will work with partners to address health inequalities. The forum provides an opportunity to further these Aims by working positively and proactively with a hard to reach group that suffers unequal life outcomes compared with the wider Mid Devon community.

4.0 **MEMBERSHIP AND ACCOUNTABILITY.**

- 4.1 The forum will be made up of Gypsies and Travellers, Elected Members, Council Officers and other key stakeholders/partnership bodies. Other persons including experts and guest speakers will be permitted to attend by invitation.
- 4.2 The forum is open to be attended by all members of Gypsy and Travelling communities in Mid Devon: the Council's current understanding is that these travelling communities and ethnic groups are made up of New Travellers, Romany Gypsies and Travelling Showmen. Gypsies and Travellers living outside of Mid Devon may attend by advance request or invitation.
- 4.3 Whilst the forum will be open to all elected members, it is anticipated that a select group of members will attend regularly for consistency. It is suggested that 3 members be nominated to attend regularly.
- 4.4 The forum will not be open to the public.

- 4.5 Officers will be responsible for the administration of the forum, for reporting back on any issues or actions raised and in coordinating the operation and running of the forum. Issues raised and actions identified by the forum will be reasonably pursued by Officers as part of a commitment to work with the community to help identify and resolve issues. It will be made clear that due to the resources available, the Council cannot guarantee that all issues and actions raised by the forum will be addressed. It is not intended that the forum be a decision making body.
- 4.6 There will be bimonthly meetings with Officers, Members and other relevant persons between the forum dates to discuss and action progress. This will provide an opportunity to review the relevance of the work and terms of reference if necessary.

5.0 **FORMAT OF THE FORUM.**

- 5.1 It is anticipated that the forum will meet twice yearly; appropriate timings are to be discussed and agreed with all members of the forum.
- 5.2 Chairmanship is also to be agreed by forum members and will be established at the first meeting. It is hoped chairmanship will be representative of all of the Gypsy and Traveller communities in Mid Devon.
- 5.3 An agenda for each meeting will be agreed in advance and will seek to incorporate topics put forward by all members of the forum. The agenda will be circulated with all members of the forum and will be publically available.
- 5.4 Attendance at the forum by members of the travelling community will be on a voluntary and unpaid basis. The forum will agree a set of rules that all attendees must abide by, to include that: all attendees of the forum will be treated with respect and will be given the opportunity to speak should they wish to do so. The forum will not tolerate any discrimination.

6.0 **SHARING OF INFORMATION AND RESOURCES.**

- 6.1 A forum page will be set up on the Mid Devon website, specifically for gypsies and travellers. This page will be used to share the agenda and minutes of each forum meeting and other relevant information of interest.
- 6.2 Any confidential information discussed by the forum will not be shared publically or published on the Council website.
- 6.3 A document containing the forum terms of reference will be agreed by the forum and publically available (see draft in **Appendix 3**).

7.0 **SUMMARY: MID DEVON'S ROLE.**

- 7.1 The Council has a public sector equalities duty (PSED) under the Equality Act 2010. The Commission for Racial Equality (CRE) (2006) sets out that local authorities can play an important role in improving relationships between Gypsies, Travellers and the settled community. This will require positive steps to deal vigorously with the root causes of community tension, and the myths

and stereotypes on all sides, and to publicise the authority's positive initiatives (CRE, 2006). Providing or helping to develop suitable authorised sites can help to achieve this (CRE, 2006).

- 7.2 The GTAA recognised that there are tensions between different Gypsy and Traveller groups and that they have separate histories and cultural traditions; it is acknowledged that households from differing Gypsy or Traveller groups may not want to occupy the same site. The forum is a means by which the Council can actively seek to better understand the community it needs to provide for, so that the actual need is better understood, and strengthening suitable site provision.
- 7.3 Overall, the forum can and should be used as a means to achieve better outcomes for the Gypsy and Traveller community of Mid Devon and in doing so, the Council can further its fulfilment of the PSED and the Homes and Community Aims set out in the Corporate Plan.

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Circulation of the Report: Members of Cabinet, Chairs of Homes and Community PDGs.

List of Background Papers:

Equality and Human Rights Commission 2017: Gypsies and Travellers: simple solutions for living together <https://www.equalityhumanrights.com/en/gypsies-and-travellers-simple-solutions-living-together>

Department for Communities and Local Government [DCLG] (2012) *Progress report by the Ministerial working group on tackling inequalities experienced by Gypsies and Travellers*.

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6287/2124046 .pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6287/2124046.pdf)

Office of National Statistics

<https://www.ons.gov.uk/peoplepopulationandcommunity/culturalidentity/ethnicity/articles/whatdoesthe2011censustellusaboutthecharacteristicsofgypsyoririshtravellersinenlandandwales/2014-01-21>

Parry, G. et al. (2004) The Health Status of Gypsies and Travellers in England https://www.sheffield.ac.uk/polopoly_fs/1.43714!/file/GT-final-report-for-web.pdf

Commission for Racial Equality (CRE) (2006a). Common Ground: Equality, good race relations and sites for Gypsies and Irish Travellers: Report of a CRE inquiry in England and Wales.

<http://www.equalityhumanrights.com/Documents/Race/Services/Common%20ground%20full%20report.pdf>

Commission for Racial Equality (CRE). (2006b) Common Ground: Equality, good race relations and sites for Gypsies and Irish Travellers: Report of a CRE inquiry in England and Wales.

http://83.137.212.42/sitearchive/cre/downloads/commonground_summary.pdf

Mid Devon Local Plan <https://www.middevon.gov.uk/residents/planning-policy/mid-devon-local-plan/>

Local Plan Review <https://www.middevon.gov.uk/residents/planning-policy/local-plan-review/>

Gypsy and Traveller Accommodation Assessment 2015 Final Report
<https://www.middevon.gov.uk/media/114028/devon-partnership-2015-gtaa-final-report.pdf>

Mid Devon Housing Strategy 2015 – 2020
<https://www.middevon.gov.uk/media/206508/mddc-housing-strategy-2015-2020.pdf>

Scrutiny Committee 6th November 2017 Gypsy and Traveller Pitch Provision
<https://democracy.middevon.gov.uk/documents/s10044/Gypsy%20and%20traveller%20pitch%20provision%206%20Nov%202017.pdf>

Teignbridge District Council website page for Gypsies and Travellers and document links <https://www.teignbridge.gov.uk/community-and-people/people/gypsies-and-travellers/>

Appendix 1

Life expectancy: The life expectancy of Gypsy and Traveller men and women is around 10 years lower than the national average. Gypsy and Traveller mothers are 20 times more likely than the rest of the population to have experienced the death of a child, infant and maternal mortality rates are also high.

Health: The 2011 Census found that Gypsies and Irish Travellers have the lowest rating of 'good' or 'very good' health across any ethnic group, at 70% compared with 81% over England and Wales as a whole. Compared with the wider population, Gypsies and Travellers are more likely to suffer bad health. This includes low child immunisation levels, higher prevalence chronic cough or bronchitis (even after smoking is taken into account), asthma, chest pain and diabetes (DCLG, 2012). In addition, the premature death from cardiac disease is particularly high for Gypsy and Traveller men. Mental health is also a key issue, studies have found that Gypsies and Travellers are nearly three times more likely to be anxious than others and just over twice as likely to be depressed (Parry et al 2004). There are considered to be a range of contributing factors: including the stresses caused by accommodation problems, unemployment, racism and discrimination by services and the wider public, and bereavement.

Education: Gypsy and Irish Traveller pupils in England are the group most at risk of failure in the education system. Gypsy and Irish Travellers have the highest proportion of their population with no qualifications, this accounted for 60% of the population, which is almost three times higher than for England and Wales as a whole (23%) (ONS 2011).

Accommodation: Statistics show that there is a high proportion of the Gypsy and Traveller community living in bricks and mortar accommodation and less than a quarter in a mobile structure. It is likely that the lack of site provision has a significant impact, particularly the limited number of public sites, as Gypsy and Irish Travellers are more than twice as likely to be living in social housing than the general population, at 41% compared with 16% across England and Wales. Gypsies and Travellers living in housing who travel rarely have been found to have the worst health status of all Gypsy and Traveller groups and reported the highest levels of anxiety. Moving into housing is associated with depression and anxiety, and may be reflective of loss of community, isolation from relatives and experiences of racism and discrimination. This has a profoundly negative impact on well-being, social functioning and mental health.

Economic Activity: Gypsies and Irish Travellers have the lowest levels of economic activity of all ethnic groups, at 47% compared to 63% of the population of England and Wales (ONS 2011). In terms of employment levels, 51% of those that were economically active were employed compared with 75% for the total of England and Wales. Unemployment is high for Gypsies and Irish Travellers, at 20% compared with 7% for England and Wales (ONS 2011). Economic inactivity in the Gypsy and Irish Traveller community is largely due to long-term sickness, being disabled, or looking after the family home. There is a clear link between poor health and the lower levels of economic activity.

Appendix 2

Existing Local Plan: The existing Local Plan (Allocations and Infrastructure Development Plan Document) proposes at least 5 pitches on each of the following strategic sites: Tiverton Eastern Urban Extension (policy AL/TIV/1(c)); North West Cullompton (policy AL/CU1(a)); contingency site at Pedlerspool Crediton (policy AL/CRE/12(a)). In addition policy AL/DE/8 proposes the provision of a public site for Gypsy and Traveller Pitches (subject to funding availability) and AL/DE/7 is a policy for the location of pitches in the countryside where need cannot be reasonably met elsewhere and the site is accessible by public transport within 30 minutes of a secondary school and hospital.

Local Plan Review Submission Plan (incorporating proposed modifications): The emerging Local Plan (which is at examination stage) proposes at least five pitches on each of the following sites: Tiverton Eastern Urban Extension (Tiv1(b)); North West Cullompton (CU1(a)); Pedlerspool Crediton (CRE5(a)) and at least 10 pitches at East Cullompton (CU7(b)); a total of 25 pitches are proposed on strategic allocations. Policy S3 e) states that: “A five year supply of gypsy and traveller pitches will be allocated on deliverable sites within Mid Devon to ensure that the predicted need for traveller sites will be met. A further supply of developable sites or broad locations for growth will be identified equivalent to a further ten years of predicted growth. The Housing Authority will seek to provide a public site for gypsy and traveller pitches within Mid Devon, subject to the availability of funding”. Proposed policy DM7 sets out how planning applications for pitches will be dealt with, including the suitability of locations, the provision of facilities and limits occupation to those that meet the Government’s published definition.

Appendix 3:

Gypsy and Traveller Forum Terms of Reference

“Working with the Gypsy and Traveller Community in Mid Devon”

Terms of reference (DRAFT) 2/02/18

Terms of reference to be agreed by the Forum (DATE)

Name of group: Mid Devon District Council Gypsy and Traveller Forum

Purpose and role of the group: The forum is intended to function as a two way information sharing environment.

The forum will be:

Welcoming – it will provide a friendly place where all members of the travelling community can come along.

Trusting – it will provide an opportunity for members of the travelling community, Councillors and professionals from planning, housing, public health, licensing, education, transport and other backgrounds from the Council, the NHS and other partner organisations to meet together in a safe and friendly environment, to build a working relationship based on trust and respect.

Learning and sharing – it will allow everyone to join in an open, honest and frank discussion about travelling lifestyles, the needs of households from all travelling backgrounds and how these needs can best be met. Everyone will have the right to have their say and be listened to.

Influential – it will not have any formal decision making powers, but will have great value in helping to shape the thinking and work of the Council and other organisations.

Membership: The forum will be made up of Council Officers, Elected Members, Gypsies and Travellers and other key stakeholders/partnership bodies. Other persons/experts/guest speakers will be permitted to attend by invitation.

The forum is open to all members of the Gypsy and Traveller communities in Mid Devon on a voluntary and unpaid basis: the Council’s current understanding that this is made up of New Travellers, Romany Gypsies and Travelling Showmen. Gypsies and Travellers living outside of Mid Devon may attend by advance written request or invitation.

The forum will be open to all elected members, however it is anticipated that a select group of members will attend regularly for consistency.

The forum will not be open to the public.

Accountability: Council Officers will be accountable to the forum, and will be responsible for reporting back on any issues/actions raised.

All issues raised and actions identified by the forum will be reasonably pursued by Council Officers. Due to the resources available, the Council cannot guarantee that all issues and actions raised by the forum will be addressed.

Review: There will be bimonthly officer meetings between the forum dates to discuss and actions progress. This will provide an opportunity to review the relevance of the work and terms of reference if necessary.

Meetings:

- The forum will meet twice yearly at times to suit the Gypsy and Traveller community. Suggested timings February/March and October/November, to be agreed in consultation with all parties.
- Inaugural meeting – May 2018?
- Officers will meet bimonthly between forum meetings.
- The agenda for each meeting will be agreed in advance and will seek to incorporate topics put forward by all members of the forum. The agenda will be circulated with all members of the forum and attendees one week prior to the forum meeting.
- The forum will elect a chair person/s to facilitate the meetings; such person will be elected by a majority vote. For the first year there will be an interim chair who will chair the meetings during the establishment period of the Forum. In future, it would be preferred if the chairs represent each of the Gypsy and Travelling communities in Mid Devon.
- The forum will agree a set of rules that all attendees must abide by, to include that: All attendees of the forum will be treated with respect and will be given the opportunity to speak should they wish to do so. The forum will not tolerate any discrimination.

Sharing of information and resources:

- The minutes of the forum meetings will be made available to all attendees on the Mid Devon website within one calendar month of the meeting.
- A page specifically for Gypsies and Travellers for the sharing of information will be set up on the Mid Devon website.
- The Council will set up and maintain a page on its website.
- Confidential information: any confidential information discussed by the forum will not be shared publically or published on the Council website.
- The terms of reference and other documents shared with the forum will not use acronyms and will be in language that is easily understood by all.

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Cabinet 1 March 2018

Treasury Management Strategy Statement Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2018/19

Cabinet Member: Councillor Peter Hare-Scott
Responsible Officer: Director of Finance, Assets & Resources, Andrew Jarrett

Reason for Report: To agree the proposed Treasury Management Strategy and Annual Investment Strategy for 2018/19.

RECOMMENDATION that the Cabinet recommend to Council:

That the proposed Treasury Management Strategy and Annual Investment Strategy for 2018/19, including the prudential indicators for the next 3 years and the Minimum Revenue Provision Statement (Appendix 1), be approved.

Relationship to the Corporate Plan: Maximising our return from all associated treasury activities enables the Council to support current levels of spending in accordance with our Corporate Plan.

Financial Implications: Good financial management and administration underpins the entire strategy.

Legal Implications: Authorities are required by regulation to have regard to the Prudential Code when carrying out their duties under Part 1 of the Local Government Act 2003.

Risk Assessment: The S151 Officer is responsible for the administration of the financial affairs of the Council. Implementing this strategy and the CIPFA Code of Practice on Treasury Management manages the risk associated with the Council's treasury management activity.

1.0 BACKGROUND

- 1.1 The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.
- 1.2. The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide

to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans, or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.

1.3 CIPFA defines treasury management as:

“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

1.4 The Prudential Code plays a key role in capital finance in local authorities. Local authorities determine their own programmes for capital investment that are central to the delivery of quality public services.

2.0 REPORTING REQUIREMENTS

2.1 The Council is currently required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals.

2.1.1 **Prudential and treasury indicators and treasury strategy** (this report)

The first, and most important report covers:

- the capital plans (including prudential indicators);
- a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
- the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
- an investment strategy (the parameters on how investments are to be managed).

2.1.2 **A mid-year treasury management report**

This will update members with the progress of the capital position, amending prudential indicators as necessary, and whether any policies require revision.

2.1.3 **An annual treasury report**

This provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

2.2 Scrutiny

2.2.1 The above reports are required to be adequately scrutinised before being recommended to the Council. This role is undertaken by the Cabinet.

2.3 Capital Strategy

2.3.1 In December 2017, CIPFA issued revised Prudential and Treasury Management Codes. As from 2019-20, all local authorities will be required to prepare an additional report, a Capital Strategy report, which is intended to provide the following:-

- a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
- an overview of how the associated risk is managed
- the implications for future financial sustainability

2.3.2 The aim of this report is to ensure that all elected members on the Full Council fully understand the overall strategy, governance procedures and risk appetite entailed by this Strategy.

2.3.3 The Capital Strategy will include capital expenditure, investments and liabilities and treasury management in sufficient detail to allow all members to understand how stewardship, value for money, prudence, sustainability and affordability will be secured.

2.4 Treasury Management Strategy for 2018/19

2.4.1 The strategy for 2018/19 covers two main areas:

Capital issues

- the capital plans and the prudential indicators
- the minimum revenue provision (MRP) policy

Treasury management issues

- the current treasury position
- treasury indicators which limit the treasury risk and activities of the Council
- prospects for interest rates
- the borrowing strategy
- policy on borrowing in advance of need
- debt rescheduling
- the investment strategy
- creditworthiness policy
- the policy on use of external service providers

2.4.2 These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, CLG MRP Guidance, the CIPFA Treasury Management Code and CLG Investment Guidance.

2.3 Training

- 2.3.1 The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny. Training requirements will be reviewed in 2108/19 and training will be arranged as required. The training needs of treasury management officers are periodically reviewed.

2.5 Treasury management consultants

- 2.5.1 The Council uses Link Asset Services (previously Capita Asset Services), Treasury solutions as its external treasury management advisors.
- 2.5.2 The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.
- 2.5.3 It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

3.0 THE CAPITAL PRUDENTIAL INDICATORS 2018/19-2020/21

- 3.1 The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

3.2 Capital expenditure

- 3.2.1 This prudential indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts:

Capital expenditure £000	2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
Non-HRA	816	4,043	5,853	12,592	11,612
HRA	4,477	4,264	4,151	12,492	7,421
Total	5,293	8,307	10,004	25,084	19,033

- 3.2.2 Other long-term liabilities. The above financing need excludes other long term liabilities, such as PFI and leasing arrangements which already include borrowing instruments.

3.2.3 The table below summarises how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Financing of capital expenditure £m	2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
Capital receipts	820	2,712	1,125	1,298	874
Capital grants	1,171	1,222	688	678	688
Capital reserves	29	76	106	361	361
Revenue	3,273	4,297	4,085	10,747	5,210
Net financing need for the year	0	0	4,000	12,000	11,900

3.3 The Council's borrowing need (the Capital Financing Requirement)

3.3.1 The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's indebtedness and so its underlying borrowing need. Any capital expenditure above, which has not immediately been paid for, will increase the CFR.

3.3.2 The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the indebtedness in line with each assets life, and so charges the economic consumption of capital assets as they are used.

3.3.3 The CFR includes any other long-term liabilities (e.g. PFI schemes, finance leases). Whilst these increase the CFR, and therefore the Council's borrowing requirement, these types of scheme include a borrowing facility by the PFI, PPP lease provider and so the Council is not required to separately borrow for these schemes. The Council currently has £0.376m of such schemes within the CFR.

3.3.4 The Council is asked to approve the CFR projections below:

£000	2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
Capital Financing Requirement					
CFR – non housing	6,479	6,104	9,859	19,138	28,141
CFR – housing	44,144	43,166	44,021	45,407	46,745
Total CFR	50,623	49,270	53,880	64,545	74,886
Movement in CFR		-1,353	4,610	10,665	10,341

3.3.5 Note that the movement in CFR will not directly match the Net Financing Need (see 3.2.3) due to slippage in the capital programme.

4.0 BORROWING

4.1 The capital expenditure budget forecasts set out in Section 3 provide details of the service activity of the Council. The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet this service activity and the Council's capital strategy. This will involve both the organisation of the cash flow and, where capital plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury / prudential indicators, the current and projected debt positions and the annual investment strategy.

4.2 Current portfolio position

4.2.1 The Council's treasury portfolio position at 31 March 2017, with forward projections are summarised below. The table shows the actual external debt (the treasury management operations), against the underlying capital borrowing need (the Capital Financing Requirement - CFR), highlighting any over or under borrowing.

£000	2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
External Debt					
Debt at 1 April	44,454	42,618	40,862	39,058	37,217
Expected change in Debt			4,000	15,961	27,705
Other long-term liabilities (OLTL)					
Expected change in OLTL					
Actual gross debt at 31 March	44,454	42,618	44,862	55,019	64,922
The Capital Financing Requirement	50,623	49,270	53,880	64,545	74,886
Under / (over) borrowing	6,169	6,652	9,018	9,526	9,964

4.2.2 Within the prudential indicators there are a number of key indicators to ensure that the Council operates its activities within well-defined limits. One of these is that the Council needs to ensure that its gross debt does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2018/19 and the following two financial years. This allows some flexibility for limited early borrowing for future years, but ensures that borrowing is not undertaken for revenue or speculative purposes.

4.2.3 The Director of Finance, Resources and Assets reports that the Council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitments, existing plans, and the proposals in this budget report.

4.3 Treasury Indicators: limits to borrowing activity

4.3.1 **The operational boundary.** This is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be

a similar figure to the CFR, but may be lower or higher depending on the levels of actual debt and the ability to fund under-borrowing by other cash resources.

Operational boundary £m	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
Debt	50,000	53,000	65,000	78,000
Other long term liabilities				
Total	50,000	53,000	65,000	78,000

4.3.2 The authorised limit for external debt. A further key prudential indicator represents a control on the maximum level of borrowing. This represents a limit beyond which external debt is prohibited, and this limit needs to be set or revised by the full Council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

1. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although this power has not yet been exercised.
2. The Council is asked to approve the following authorised limit:

Authorised limit £m	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
Debt	55,000	61,000	71,000	83,000
Other long term liabilities		3,000	3,000	3,000
Total	55,000	64,000	74,000	86,000

4.3.3 Separately, the Council is also limited to a maximum HRA CFR through the HRA self-financing regime. This limit is currently:

HRA Debt Limit £m	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
HRA debt cap	53,744	53,744	53,744	53,744
HRA CFR	43,166	44,021	45,407	46,745
HRA headroom	10,592	9,753	8,385	7,065

4.4 Prospects for interest rates

4.4.1 The Council has appointed Link Asset Services as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. The following table gives our central view.

	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21
Bank Rate	0.50%	0.50%	0.50%	0.50%	0.75%	0.75%	0.75%	0.75%	1.00%	1.00%	1.00%	1.25%	1.25%	1.25%
5yr PWLB Rate	1.50%	1.60%	1.60%	1.70%	1.80%	1.80%	1.90%	1.90%	2.00%	2.10%	2.10%	2.20%	2.30%	2.30%
10yr PWLB View	2.10%	2.20%	2.30%	2.40%	2.40%	2.50%	2.60%	2.60%	2.70%	2.70%	2.80%	2.90%	2.90%	3.00%
25yr PWLB View	2.80%	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%	3.20%	3.30%	3.40%	3.50%	3.50%	3.60%	3.60%
50yr PWLB Rate	2.50%	2.60%	2.70%	2.80%	2.90%	2.90%	3.00%	3.00%	3.10%	3.20%	3.30%	3.30%	3.40%	3.40%

4.4.2 As expected, the Monetary Policy Committee (MPC) delivered a 0.25% increase in Bank Rate at its meeting on 2 November. This removed the emergency cut in August 2016 after the EU referendum. The MPC also gave forward guidance that they expected to increase Bank rate only twice more by 0.25% by 2020 to end at 1.00%. The Link Asset Services forecast as above includes increases in Bank Rate of 0.25% in November 2018, November 2019 and August 2020.

4.4.3 A more detailed economic outlook is detailed at Appendices .2 and 3.

4.5 **Borrowing strategy**

4.5.1 The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as investment returns are low and counterparty risk is still an issue that needs to be considered.

4.5.2 Against this background and the risks within the economic forecast, caution will be adopted with the 2018/19 treasury operations. The Director of Finance, Assets & Resources will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:

- if it was felt that there was a significant risk of a sharp FALL in long and short term rates (e.g. due to a marked increase of risks around relapse into recession or of risks of deflation), then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
- if it was felt that there was a significant risk of a much sharper RISE in long and short term rates than that currently forecast, perhaps arising from an acceleration in the start date and in the rate of increase in central rates in the USA and UK, an increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised. Most likely, fixed rate funding will be drawn whilst interest rates are lower than they are projected to be in the next few years.

4.5.3 Any decisions will be reported to the Cabinet at the next available opportunity.

4.6 **Policy on borrowing in advance of need**

4.6.1 The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any

decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.

- 4.6.2 Risks associated with any borrowing in advance activity will be subject to prior appraisal and subsequent reporting through the mid-year or annual reporting mechanism.

4.7 Debt rescheduling

- 4.7.1 As short-term borrowing rates will be considerably cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long-term debt to short-term debt. However, these savings will need to be considered in the light of the current treasury position and the size of the cost of debt repayment (premiums incurred).

- 4.7.2 The reasons for any rescheduling to take place will include:
- the generation of cash savings and / or discounted cash flow savings
 - helping to fulfil the treasury strategy
 - enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

- 4.7.3 Consideration will also be given to identify if there is any residual potential for making savings by running down investment balances to repay debt prematurely as short term rates on investments are likely to be lower than rates paid on current debt.

- 4.7.4 All rescheduling will be reported to the *Cabinet*, at the earliest meeting following its action.

4.8 Municipal Bond Agency

- 4.8.1 It is possible that the Municipal Bond Agency will be offering loans to local authorities in the future. The Agency hopes that the borrowing rates will be lower than those offered by the Public Works Loan Board (PWLb). This Authority may make use of this new source of borrowing as and when appropriate.

5.0 ANNUAL INVESTMENT STRATEGY

5.1 Investment policy

- 5.1.1 The Council's investment policy has regard to the CLG's Guidance on Local Government Investments ("the Guidance") and the CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2017 ("the CIPFA TM Code"). The Council's investment priorities will be security first, portfolio liquidity second, then return.
- 5.1.2 In accordance with the above guidance from the CLG and CIPFA, and in order to minimise the risk to investments, the Council applies minimum acceptable credit criteria in order to generate a list of highly creditworthy counterparties which also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the Short Term and Long Term ratings.
- 5.1.3 Ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To achieve this consideration the Council will engage with its advisors to maintain a monitor on market pricing such as "credit default swaps" and overlay that information on top of the credit ratings.
- 5.1.4 Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.
- 5.1.5 Investment instruments identified for use in the financial year are listed in appendix 4 under the 'specified' and 'non-specified' investments categories. Counterparty limits will be as set through the Council's treasury management practices – schedules.

5.2 Creditworthiness policy

- 5.2.1 The primary principle governing the Council's investment criteria is the security of its investments, although the yield or return on the investment is also a key consideration. After this main principle, the Council will ensure that:-
- It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security. This is set out in the specified and non-specified investment sections below; and
 - It has sufficient liquidity in its investments. For this purpose it will set out procedures for determining the maximum periods for which

funds may prudently be committed. These procedures also apply to the Council's prudential indicators covering the maximum principal sums invested.

5.2.2 The Director of Finance, Assets & Resources will maintain a counterparty list in compliance with the following criteria and will revise the criteria and submit them to Council for approval as necessary. These criteria are separate to that which determines which types of investment instrument are either specified or non-specified as it provides an overall pool of counterparties considered high quality which the Council may use, rather than defining what types of investment instruments are to be used.

5.2.3 Credit rating information is supplied by Link Asset Services, our treasury advisors, on all active counterparties that comply with the criteria below. Any counterparty failing to meet the criteria would be omitted from the counterparty (dealing) list. Any rating changes, rating Watches (notification of a likely change), rating Outlooks (notification of the longer term bias outside the central rating view) are provided to officers almost immediately after they occur and this information is considered before dealing. For instance, a negative rating Watch applying to a counterparty at the minimum Council criteria will be considered carefully and alternatives sought, with all others being reviewed in light of market conditions.

5.2.4 The criteria for providing a pool of high quality investment counterparties (both specified and non-specified investments) is:-

- Banks 1 - good credit quality – the Council will only use banks which:
 - i. are UK banks; and
 and have, as a minimum, the following Fitch, Moody's and Standard & Poor's credit ratings (where rated):
 - i. Short Term – F1 (Fitch) *and regard for Moody's and Standard & Poor*
 - ii. Long Term – *n/a*
- Banks 2 – Part nationalised UK bank – Royal Bank of Scotland. This bank can be included provided it continues to be part nationalised and it meets the ratings in Banks 1 above.
- Banks 3 – The Council's own banker for transactional purposes if the bank falls below the above criteria, although in this case balances will be minimised in both monetary size and time invested.
- Building societies (The Council will *use* all societies which):
 - i. Meet the Fitch rating for banks outlined above;
 - ii. Have assets in excess of £1bn;
 and meet both criteria.
- Money Market Funds Fitch AAmmf/AAA
- UK Government (including gilts, Treasury Bills and the DMADF)
- Local authorities, Police, Fire, parish councils etc

5.2.5 A limit of £5m will be applied to the use of non-specified investments. This principally relates to property funds, which is specifically within the Local Authorities' Property Fund via CCLA.

5.2.6 **Use of additional information other than credit ratings.** Additional requirements under the Code require the Council to supplement credit rating information. Whilst the above criteria relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for officers to use, additional operational market information will be applied before making any specific investment decision from the agreed pool of counterparties. This additional market information (for example Credit Default Swaps, negative rating Watches/Outlooks) will be reviewed to compare the relative security of differing investment counterparties.

5.2.7 **Time and monetary limits applying to investments.** The time and monetary limits for institutions on the Council's counterparty list are as follows (these will cover both specified and non-specified investments):

	Fitch Short term Rating	Money and/or % Limit	Time Limit
Banks 1 higher quality	F1	£5m	1yr
Banks 1 medium quality	n/a	n/a	n/a
Banks 1 lower quality	n/a	n/a	n/a
Banks 2 – part nationalised	F1	£5m	1yr
Limit 3 category – Council's banker (not meeting Banks 1)	F2/F3	£5m (call account)	1 day
Other institutions limit	n/a	n/a	n/a
DMADF	UK sovereign rating	unlimited	unlimited
Local authorities	N/A	unlimited	unlimited
	Fund rating	Money and/or % Limit	Time Limit
Money Market Funds	AAAmmf/AAA	£2m	liquid

5.2.8 The proposed criteria for specified and non-specified investments are shown in Appendix 4 for approval.

5.3 Country and sector limits

5.3.1 Due care will be taken to consider the country, group and sector exposure of the Council's investments.

5.3.2 At present the Council has determined that it will only use approved counterparties from the United Kingdom.

5.3.3 We will not hold any more than £5m with any banking group.

5.3.4 No sector limits apply, that is no limit between building societies v banks

5.4 **Investment strategy**

5.4.1 **In-house funds.** Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months).

5.4.2 **Investment returns expectations.**

Bank Rate is forecast to stay flat at 0.50% until quarter 4 2018 and not to rise above 1.25% by quarter 1 2021. Bank Rate forecasts for financial year ends (March) are:

- 2017/18 0.50%
- 2018/19 0.75%
- 2019/20 1.00%
- 2020/21 1.25%

5.4.3 The suggested budgeted investment earnings rates for returns on investments placed for periods up to about three months during each financial year are as follows:

	Now
2017/18	0.40%
2018/19	0.60%
2019/20	0.90%
2020/21	1.25%
2021/22	1.50%
2022/23	1.75%
2023/24	2.00%
Later years	2.75%

5.4.4 The overall balance of risks to these forecasts is currently skewed to the upside and are dependent on how strong GDP growth turns out, how quickly inflation pressures rise and how quickly the Brexit negotiations move forward positively.

5.4.5 **Investment treasury indicator and limit** - total principal funds invested for greater than 365 days. These limits are set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

5.4.6 The Council is asked to approve the treasury indicator and limit:

Maximum principal sums invested > 364 & 365 days			
£0	2018/19	2019/20	2020/21
Principal sums invested > 364 & 365 days	£0	£0	£0

Our policy states no investments over one year, however this may take us over 365 days due to weekends and bank holidays.

5.5 Investment risk benchmarking

5.5.1 This Council will use an investment benchmark to assess the investment performance of its investment portfolio of 7 day LIBID.

5.6 End of year investment report

5.6.1 At the end of the financial year, the Council will receive a report on its investment activity as part of its Annual Treasury Report.

6.0 APPENDICES

1. Prudential and treasury indicators and MRP statement
2. Interest rate forecasts
3. Economic background
4. Treasury management practice 1 – credit and counterparty risk management
5. Approved countries for investments
6. Treasury management scheme of delegation
7. The treasury management role of the section 151 officer
8. Current list of eligible counterparties
9. Treasury Management Practices (TMPs)

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Circulation of the Report: Leadership Team, Cabinet member

APPENDIX 1

1.0 THE CAPITAL PRUDENTIAL AND TREASURY INDICATORS 2018/19 – 2020/21 AND MRP STATEMENT

1.1 The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

1.2 Capital expenditure

See appendix 3

1.3 Minimum revenue provision (MRP) policy statement

1.3.1 Where the Council finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008. The Local Government Act 2003 requires the Council to have regard to the Ministry of Housing, Communities & Local Government *Statutory Guidance on Minimum Revenue Provision* (the MHCLG Guidance) most recently updated in 2018.

1.3.2 The broad aim of the MHCLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.

1.3.3 The MHCLG Guidance requires the Council to approve an Annual MRP Statement each year, and recommends a number of options for calculating a prudent amount of MRP. The Council is recommended to approve the following MRP Statement:

1.3.4 For capital expenditure incurred before 1 April 2008 or which in the future will be Supported Capital Expenditure, the MRP policy will be:

- **Based on CFR** – MRP will be based on the CFR (option 2);

1.3.5 These options provide for an approximate 4% reduction in the borrowing need (CFR) each year.

1.3.6 From 1 April 2008 for all unsupported borrowing (including PFI) the MRP policy will be:

- **Asset life method** – MRP will be based on the estimated life of the assets, in accordance with the regulations (this option must be

applied for any expenditure capitalised under a Capitalisation Direction)

- 1.3.7 These options provide for a reduction in the borrowing need over the approximate asset life.
- 1.3.8 Finance lease will have their capital financing applied on a straight line basis over the life of the lease contract.
- 1.3.9 There is no requirement on the HRA to make a minimum revenue provision but there is a requirement for a charge for depreciation to be made (although there are transitional arrangements in place).
- 1.3.10 The MRP requirement for a finance lease or PFI contract is deemed to be equal to the element of the charge/rent that goes to write down the balance sheet liability.
- 1.3.11 For capital expenditure loans to third parties that are repaid in annual or more frequent instalments of principal, the Council will make nil MRP, but will instead apply the capital receipts arising from principal repayments to reduce the capital financing requirement. In years where there is no principal repayment, MRP will be charged in accordance with the MRP policy for the assets funded by the loan.
- 1.3.12 Capital expenditure incurred during 2018/19 will not be subject to a MRP charge until 2019/20.

1.4 **Affordability prudential indicators**

- 1.4.1 The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the Council's overall finances. The Council is asked to approve the following indicators:

a. Ratio of financing costs to net revenue stream

- 1.4.2 This indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

%	2016/17 Actual	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate	2020/21 Estimate
Non-HRA	2.90%	2.94%	3.60%	5.92%	9.18%
HRA	16.40%	16.66%	16.90%	16.87%	17.33%

- 1.4.3 The estimates of financing costs include current commitments and the proposals in this budget report.

APPENDIX 2

2.0 INTEREST RATE FORECASTS 2017 – 2021

Link Asset Services Interest Rate View													
	Mar-18	Jun-18	Sep-18	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21
Bank Rate	0.50%	0.50%	0.50%	0.75%	0.75%	0.75%	0.75%	1.00%	1.00%	1.00%	1.25%	1.25%	1.25%
5yr PWLB rate	1.60%	1.60%	1.70%	1.80%	1.80%	1.90%	1.90%	2.00%	2.10%	2.10%	2.20%	2.30%	2.30%
10yr PWLB rate	2.20%	2.30%	2.40%	2.40%	2.50%	2.60%	2.60%	2.70%	2.70%	2.80%	2.90%	2.90%	3.00%
25yr PWLB rate	2.90%	3.00%	3.00%	3.10%	3.10%	3.20%	3.20%	3.30%	3.40%	3.50%	3.50%	3.60%	3.60%
50yr PWLB rate	2.60%	2.70%	2.80%	2.90%	2.90%	3.00%	3.00%	3.10%	3.20%	3.30%	3.30%	3.40%	3.40%

- 2.1 PWLB forecasts are based on PWLB certainty rates.
- 2.2 The overall longer run trend is for gilt yields and PWLB rates to rise, albeit gently. It has long been expected, that at some point, there would be a more protracted move from bonds to equities after a historic long-term trend, over about the last 25 years, of falling bond yields. The action of central banks since the financial crash of 2008, in implementing substantial Quantitative Easing, added further impetus to this downward trend in bond yields and rising bond prices. Quantitative Easing has also directly led to a rise in equity values as investors searched for higher returns and took on riskier assets. The sharp rise in bond yields since the US Presidential election in November 2016 has called into question whether the previous trend may go into reverse, especially now the Fed. has taken the lead in reversing monetary policy by starting, in October 2017, a policy of not fully reinvesting proceeds from bonds that it holds when they mature.
- 2.3 Until 2015, monetary policy was focused on providing stimulus to economic growth but has since started to refocus on countering the threat of rising inflationary pressures as stronger economic growth becomes more firmly established. The Fed. has started raising interest rates and this trend is expected to continue during 2018 and 2019. These increases will make holding US bonds much less attractive and cause their prices to fall, and therefore bond yields to rise. Rising bond yields in the US are likely to exert some upward pressure on bond yields in the UK and other developed economies. However, the degree of that upward pressure is likely to be dampened by how strong or weak the prospects for economic growth and rising inflation are in each country, and on the degree of progress towards the reversal of monetary policy away from quantitative easing and other credit stimulus measures.
- 2.4 From time to time, gilt yields – and therefore PWLB rates - can be subject to exceptional levels of volatility due to geo-political, sovereign debt crisis and emerging market developments. Such volatility could occur at any time during the forecast period.
- 2.5 Economic and interest rate forecasting remains difficult with so many external influences weighing on the UK. The above forecasts (and MPC decisions) will be liable to further amendment depending on how

economic data and developments in financial markets transpire over the next year. Geopolitical developments, especially in the EU, could also have a major impact. Forecasts for average investment earnings beyond the three-year time horizon will be heavily dependent on economic and political developments.

- 2.6 The overall balance of risks to economic recovery in the UK is probably to the downside, particularly with the current level of uncertainty over the final terms of Brexit.
- 2.7 Downside risks to current forecasts for UK gilt yields and PWLB rates currently include:
- The Bank of England takes action too quickly over the next three years to raise Bank Rate and causes UK economic growth, and increases in inflation, to be weaker than we currently anticipate.
 - Geopolitical risks, especially North Korea, but also in Europe and the Middle East, which could lead to increasing safe haven flows.
 - A resurgence of the Eurozone sovereign debt crisis, possibly Italy, due to its high level of government debt, low rate of economic growth and vulnerable banking system.
 - Weak capitalisation of some European banks.
 - Germany is still without an effective government after the inconclusive result of the general election in October. In addition, Italy is to hold a general election on 4 March and the anti EU populist Five Star party is currently in the lead in the polls, although it is unlikely to get a working majority on its own. Both situations could pose major challenges to the overall leadership and direction of the EU as a whole and of the individual respective countries. Hungary will hold a general election in April 2018.
 - The result of the October 2017 Austrian general election has now resulted in a strongly anti-immigrant coalition government. In addition, the Czech ANO party became the largest party in the October 2017 general election on a platform of being strongly against EU migrant quotas and refugee policies. Both developments could provide major impetus to other, particularly former Communist bloc countries, to coalesce to create a major block to progress on EU integration and centralisation of EU policy. This, in turn, could spill over into impacting the Euro, EU financial policy and financial markets.
 - Rising protectionism under President Trump.
 - A sharp Chinese downturn and its impact on emerging market countries

2.8 The potential for upside risks to current forecasts for UK gilt yields and PWLB rates, especially for longer term PWLB rates include:-

- The Bank of England is too slow in its pace and strength of increases in Bank Rate and, therefore, allows inflation pressures to build up too strongly within the UK economy, which then necessitates a later rapid series of increases in Bank Rate faster than we currently expect.
- UK inflation returning to sustained significantly higher levels causing an increase in the inflation premium inherent to gilt yields.
- The Fed causing a sudden shock in financial markets through misjudging the pace and strength of increases in its Fed. Funds Rate and in the pace and strength of reversal of Quantitative Easing, which then leads to a fundamental reassessment by investors of the relative risks of holding bonds, as opposed to equities. This could lead to a major flight from bonds to equities and a sharp increase in bond yields in the US, which could then spill over into impacting bond yields around the world.

2.9 Investment and borrowing rates

- Investment returns are likely to remain low during 2018/19 but to be on a gently rising trend over the next few years.
- Borrowing interest rates increased sharply after the result of the general election in June and then also after the September MPC meeting when financial markets reacted by accelerating their expectations for the timing of Bank Rate increases. Since then, borrowing rates have eased back again somewhat. Apart from that, there has been little general trend in rates during the current financial year. The policy of avoiding new borrowing by running down spare cash balances has served well over the last few years. However, this needs to be carefully reviewed to avoid incurring higher borrowing costs in the future when authorities may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt.
- There will remain a cost of carry to any new long-term borrowing that causes a temporary increase in cash balances as this position will, most likely, incur a revenue cost – the difference between borrowing costs and investment returns.

APPENDIX 3

3.0 ECONOMIC BACKGROUND

3.1 **GLOBAL OUTLOOK.** **World growth** looks to be on an encouraging trend of stronger performance, rising earnings and falling levels of unemployment. In October, the IMF upgraded its forecast for world growth from 3.2% to 3.6% for 2017 and 3.7% for 2018.

3.2 In addition, **inflation prospects are generally muted** and it is particularly notable that **wage inflation** has been subdued despite unemployment falling to historically very low levels in the UK and US. This has led to many comments by economists that there appears to have been a fundamental shift downwards in the Phillips curve (this plots the correlation between levels of unemployment and inflation e.g. if the former is low the latter tends to be high). In turn, this raises the question of what has caused this? The likely answers probably lay in a combination of a shift towards flexible working, self-employment, falling union membership and a consequent reduction in union power and influence in the economy, and increasing globalisation and specialisation of individual countries, which has meant that labour in one country is in competition with labour in other countries which may be offering lower wage rates, increased productivity or a combination of the two. In addition, technology is probably also exerting downward pressure on wage rates and this is likely to grow with an accelerating movement towards automation, robots and artificial intelligence, leading to many repetitive tasks being taken over by machines or computers. Indeed, this is now being labelled as being the start of the **fourth industrial revolution**.

3.3 KEY RISKS - central bank monetary policy measures

3.3.1 Looking back on nearly ten years since the financial crash of 2008 when liquidity suddenly dried up in financial markets, it can be assessed that central banks' monetary policy measures to counter the sharp world recession were successful. The key monetary policy measures they used were a combination of lowering central interest rates and flooding financial markets with liquidity, particularly through unconventional means such as Quantitative Easing (QE), where central banks bought large amounts of central government debt and smaller sums of other debt.

3.3.2 The key issue now is that that period of stimulating economic recovery and warding off the threat of deflation is coming towards its close and a new period has already started in the US, and more recently in the UK, on reversing those measures i.e. by raising central rates and (for the US) reducing central banks' holdings of government and other debt. These measures are now required in order to stop the trend of an on-going reduction in spare capacity in the economy, and of unemployment falling to such low levels that the re-emergence of inflation is viewed as a major risk. It is, therefore, crucial that central banks get their timing right and do not cause shocks to market expectations that could destabilise financial

markets. In particular, a key risk is that because QE-driven purchases of bonds drove up the price of government debt, and therefore caused a sharp drop in income yields, this then also encouraged investors into a search for yield and into investing in riskier assets such as equities. This resulted in bond markets and equity market prices both rising to historically high valuation levels simultaneously. This, therefore, makes both asset categories vulnerable to a sharp correction. It is important, therefore, that central banks only gradually unwind their holdings of bonds in order to prevent destabilising the financial markets. It is also likely that the timeframe for central banks unwinding their holdings of QE debt purchases will be over several years. They need to balance their timing to neither squash economic recovery by taking too rapid and too strong action, or, alternatively, let inflation run away by taking action that was too slow and/or too weak. **The potential for central banks to get this timing and strength of action wrong are now key risks.**

3.3.3 There is also a potential key question over whether economic growth has become too dependent on strong central bank stimulus and whether it will maintain its momentum against a backdrop of rising interest rates and the reversal of QE. In the UK, a key vulnerability is the **low level of productivity growth**, which may be the main driver for increases in wages; and **decreasing consumer disposable income**, which is important in the context of consumer expenditure primarily underpinning UK GDP growth.

3.3.4 A further question that has come to the fore is whether **an inflation target for central banks of 2%**, is now realistic given the shift down in inflation pressures from internally generated inflation, (i.e. wage inflation feeding through into the national economy), given the above mentioned shift down in the Phillips curve.

- Some economists favour a shift to a **lower inflation target of 1%** to emphasise the need to keep the lid on inflation. Alternatively, it is possible that a central bank could simply 'look through' tepid wage inflation, (i.e. ignore the overall 2% inflation target), in order to take action in raising rates sooner than might otherwise be expected.
- However, other economists would argue for a **shift UP in the inflation target to 3%** in order to ensure that central banks place the emphasis on maintaining economic growth through adopting a slower pace of withdrawal of stimulus.
- In addition, there is a strong argument that central banks should **target financial market stability**. As mentioned previously, bond markets and equity markets could be vulnerable to a sharp correction. There has been much commentary, that since 2008, QE has caused massive distortions, imbalances and bubbles in asset prices, both financial and non-financial. Consequently, there are widespread concerns at the potential for such bubbles to be burst by exuberant central bank action.

On the other hand, too slow or weak action would allow these imbalances and distortions to continue or to even inflate them further.

- Consumer debt levels are also at historically high levels due to the prolonged period of low cost of borrowing since the financial crash. In turn, this cheap borrowing has meant that **other non-financial asset prices**, particularly house prices, have been driven up to very high levels, especially compared to income levels. Any sharp downturn in the availability of credit, or increase in the cost of credit, could potentially destabilise the housing market and generate a sharp downturn in house prices. This could then have a destabilising effect on consumer confidence, consumer expenditure and GDP growth. However, no central bank would accept that it ought to have responsibility for specifically targeting house prices.

3.4 **UK.** After the UK surprised on the upside with strong economic growth in 2016, **growth in 2017 has been disappointingly weak**; quarter 1 came in at only +0.3% (+1.8% y/y), quarter 2 was +0.3% (+1.5% y/y) and quarter 3 was +0.4% (+1.5% y/y). The main reason for this has been the sharp increase in inflation, caused by the devaluation of sterling after the EU referendum, feeding increases in the cost of imports into the economy. This has caused, in turn, a reduction in consumer disposable income and spending power and so the services sector of the economy, accounting for around 80% of GDP, has seen weak growth as consumers cut back on their expenditure. However, more recently there have been encouraging statistics from the **manufacturing sector** which is seeing strong growth, particularly as a result of increased demand for exports. It has helped that growth in the EU, our main trading partner, has improved significantly over the last year while robust world growth has also been supportive. However, this sector only accounts for around 10% of GDP so expansion in this sector will have a much more muted effect on the overall GDP growth figure for the UK economy as a whole.

3.5 While the Bank of England is expected to give forward guidance to prepare financial markets for gradual changes in policy, the **Monetary Policy Committee, (MPC), meeting of 14 September 2017** managed to shock financial markets and forecasters by suddenly switching to a much more aggressive tone in terms of its words around warning that Bank Rate will need to rise soon. The Bank of England Inflation Reports during 2017 have clearly flagged up that it expected CPI inflation to peak at just under 3% in 2017, before falling back to near to its target rate of 2% in two years' time. The Bank revised its forecast for the peak to just over 3% at the 14 September meeting. (Inflation actually came in at 3.1% in November so that may prove now to be the peak.) This marginal revision in the Bank's forecast can hardly justify why the MPC became so aggressive with its wording; rather, the focus was on an emerging view that with unemployment having already fallen to only 4.3%, the lowest level since 1975, and improvements in productivity being so weak, that **the amount of spare capacity in the economy was significantly diminishing** towards a point at which they now needed to take action. In addition, the

MPC took a more tolerant view of low wage inflation as this now looks like a common factor in nearly all western economies as a result of automation and globalisation. However, the Bank was also concerned that the withdrawal of the UK from the EU would effectively lead to a *decrease* in such globalisation pressures in the UK, and so this would cause additional inflationary pressure over the next few years.

- 3.6 At Its 2 November meeting, the MPC duly delivered a 0.25% increase in Bank Rate. It also gave forward guidance that they expected to increase Bank Rate only twice more in the next three years to reach 1.0% by 2020. This is, therefore, not quite the 'one and done' scenario but is, nevertheless, a very relaxed rate of increase prediction in Bank Rate in line with previous statements that Bank Rate would only go up very gradually and to a limited extent.
- 3.7 However, some forecasters are flagging up that they expect growth to accelerate significantly towards the end of 2017 and then into 2018. This view is based primarily on the coming fall in inflation, (as the effect of the effective devaluation of sterling after the EU referendum drops out of the CPI statistics), which will bring to an end the negative impact on consumer spending power. In addition, a strong export performance will compensate for weak services sector growth. If this scenario was indeed to materialise, then the MPC would be likely to accelerate its pace of increases in Bank Rate during 2018 and onwards.
- 3.8 It is also worth noting the **contradiction within the Bank of England** between action in 2016 and in 2017 **by two of its committees**. After the shock result of the EU referendum, the **Monetary Policy Committee (MPC)** voted in August 2016 for emergency action to cut Bank Rate from 0.50% to 0.25%, restarting £70bn of QE purchases, and also providing UK banks with £100bn of cheap financing. The aim of this was to lower borrowing costs, stimulate demand for borrowing and thereby increase expenditure and demand in the economy. The MPC felt this was necessary in order to ward off their expectation that there would be a sharp slowdown in economic growth. Instead, the economy grew robustly, although the Governor of the Bank of England strongly maintained that this was *because* the MPC took that action. However, other commentators regard this emergency action by the MPC as being proven by events to be a mistake. Then in 2017, we had the **Financial Policy Committee (FPC)** of the Bank of England taking action in June and September over its concerns that cheap borrowing rates, and easy availability of consumer credit, had resulted in too rapid a rate of growth in consumer borrowing and in the size of total borrowing, especially of unsecured borrowing. It, therefore, took punitive action to clamp down on the ability of the main banks to extend such credit! Indeed, a PWC report in October 2017 warned that credit card, car and personal loans and student debt will hit the equivalent of an average of £12,500 per household by 2020. However, averages belie wide variations in levels of debt with much higher exposure being biased towards younger people, especially the 25 -34 year old band, reflecting their lower levels of real income and asset ownership.

- 3.9 One key area of risk is that consumers may have become used to cheap rates since 2008 for borrowing, especially for mortgages. It is a major concern that **some consumers may have over extended their borrowing** and have become complacent about interest rates going up after Bank Rate had been unchanged at 0.50% since March 2009 until falling further to 0.25% in August 2016. This is why forward guidance from the Bank of England continues to emphasise slow and gradual increases in Bank Rate in the coming years. However, consumer borrowing is a particularly vulnerable area in terms of the Monetary Policy Committee getting the pace and strength of Bank Rate increases right - without causing a sudden shock to consumer demand, confidence and thereby to the pace of economic growth.
- 3.10 Moreover, while there is so much uncertainty around the Brexit negotiations, consumer confidence, and business confidence to spend on investing, it is far too early to be confident about how the next two to three years will actually pan out.
- 3.11 **EZ.** Economic growth in the eurozone (EZ), (the UK's biggest trading partner), had been lack lustre for several years after the financial crisis despite the ECB eventually cutting its main rate to -0.4% and embarking on a massive programme of QE. However, growth picked up in 2016 and has now gathered substantial strength and momentum thanks to this stimulus. GDP growth was 0.6% in quarter 1 (2.1% y/y), 0.7% in quarter 2 (2.4% y/y) and +0.6% in quarter 3 (2.6% y/y). However, despite providing massive monetary stimulus, the European Central Bank is still struggling to get inflation up to its 2% target and in November inflation was 1.5%. It is therefore unlikely to start on an upswing in rates until possibly 2019. It has, however, announced that it will slow down its monthly QE purchases of debt from €60bn to €30bn from January 2018 and continue to at least September 2018.
- 3.12 **USA.** Growth in the American economy was notably erratic and volatile in 2015 and 2016. 2017 is following that path again with quarter 1 coming in at only 1.2% but quarter 2 rebounding to 3.1% and quarter 3 coming in at 3.2%. Unemployment in the US has also fallen to the lowest level for many years, reaching 4.1%, while wage inflation pressures, and inflationary pressures in general, have been building. The Fed has started on a gradual upswing in rates with four increases in all and four increases since December 2016; the latest rise was in December 2017 and lifted the central rate to 1.25 – 1.50%. There could then be another four increases in 2018. At its September meeting, the Fed said it would start in October to gradually unwind its \$4.5 trillion balance sheet holdings of bonds and mortgage backed securities by reducing its reinvestment of maturing holdings.
- 3.13 **CHINA.** Economic growth has been weakening over successive years, despite repeated rounds of central bank stimulus; medium term risks are increasing. Major progress still needs to be made to eliminate excess

industrial capacity and the stock of unsold property, and to address the level of non-performing loans in the banking and credit systems.

- 3.14 **JAPAN.** GDP growth has been gradually improving during 2017 to reach an annual figure of 2.1% in quarter 3. However, it is still struggling to get inflation up to its target of 2%, despite huge monetary and fiscal stimulus. It is also making little progress on fundamental reform of the economy.

3.15 **Brexit timetable and process**

- March 2017: UK government notifies the European Council of its intention to leave under the Treaty on European Union Article 50
- March 2019: initial two-year negotiation period on the terms of exit. In her Florence speech in September 2017, the Prime Minister proposed a two year transitional period after March 2019.
- UK continues as a full EU member until March 2019 with access to the single market and tariff free trade between the EU and UK. Different sectors of the UK economy will leave the single market and tariff free trade at different times during the two year transitional period.
- The UK and EU would attempt to negotiate, among other agreements, a bi-lateral trade agreement over that period.
- The UK would aim for a negotiated agreed withdrawal from the EU, although the UK could also exit without any such agreements in the event of a breakdown of negotiations.
- If the UK exits without an agreed deal with the EU, World Trade Organisation rules and tariffs could apply to trade between the UK and EU - but this is not certain.
- On full exit from the EU: the UK parliament would repeal the 1972 European Communities Act.
- The UK will then no longer participate in matters reserved for EU members, such as changes to the EU's budget, voting allocations and policies.

APPENDIX 4

4.0 TREASURY MANAGEMENT PRACTICE (TMP1) – CREDIT AND COUNTERPARTY RISK MANAGEMENT

- 4.1 **SPECIFIED INVESTMENTS:** All such investments will be sterling denominated, with **maturities up to maximum of 1 year**, meeting the minimum ‘high’ quality criteria where applicable.
- 4.2 **NON-SPECIFIED INVESTMENTS:** These are any investments which do not meet the specified investment criteria. A maximum of £5m will be held in aggregate in non-specified investment.
- 4.3 A variety of investment instruments will be used, subject to the credit quality of the institution, and depending on the type of investment made, it will fall into one of the above categories.
- 4.4 The criteria, time limits and monetary limits applying to institutions or investment vehicles are:

	Minimum credit criteria	** Max % of total investments/ £ limit per institution	Max. maturity period
DMADF – UK Government	N/A	100%	Any
UK Government gilts	UK sovereign rating	100%	Any
UK Government Treasury bills	UK sovereign rating	100%	Any
Money Market Funds	AAAmmf/AAA	£2m	Liquid
Local authorities	N/A	100%	Any
Term deposits with banks and building societies	F1 (Fitch)/£1bn asset base for building societies	£5m	1yr
CDs with banks and building societies	F1 (Fitch)	£5m	1yr
Gilt funds	UK sovereign rating	100%	Any

- 4.5 **Accounting treatment of investments.** The accounting treatment may differ from the underlying cash transactions arising from investment decisions made by this Council. To ensure that the Council is protected from any adverse revenue impact, which may arise from these differences, we will review the accounting implications of new transactions before they are undertaken.
- 4.6 **Non specified investments.** A maximum of £5M will be held in aggregate in non-specified investment.
- 4.7 Maturities of ANY period

	* Minimum Credit Criteria	Use	** Max % of total investments	Max. maturity period
Property funds	LA Property Fund	In house	£5m	Ongoing

APPENDIX 5

APPROVED COUNTRIES FOR INVESTMENTS

Currently only invest in United Kingdom based entities

APPENDIX 6

TREASURY MANAGEMENT SCHEME OF DELEGATION

- (i) **Full Council**
 - receiving and reviewing reports on treasury management policies, practices and activities;
 - approval of annual strategy.
- (ii) **Cabinet**
 - approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices;
 - budget consideration and approval;
 - approval of the division of responsibilities;
 - receiving and reviewing regular monitoring reports and acting on recommendations;
 - approving the selection of external service providers and agreeing terms of appointment.
- (iii) **Cabinet**
 - reviewing the treasury management policy and procedures and making recommendations to the responsible body.

APPENDIX 7- THE TREASURY MANAGEMENT ROLE OF THE SECTION 151 OFFICER

7.1 The S151 (responsible) officer

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- submitting regular treasury management policy reports;
- submitting budgets and budget variations;
- receiving and reviewing management information reports;
- reviewing the performance of the treasury management function;
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
- ensuring the adequacy of internal audit, and liaising with external audit;
- recommending the appointment of external service providers.
- preparation of a capital strategy to include capital expenditure, capital financing, non-financial investments and treasury management, with a long term timeframe-please note this was added to the CIPFA requirements in December 17, therefore will form part of the 19/20 TMS
- ensuring that the capital strategy is prudent, sustainable, affordable and prudent in the long term and provides value for money
- ensuring that due diligence has been carried out on all treasury and non-financial investments and is in accordance with the risk appetite of the authority
- ensure that the authority has appropriate legal powers to undertake expenditure on non-financial assets and their financing
- ensuring the proportionality of all investments so that the authority does not undertake a level of investing which exposes the authority to an excessive level of risk compared to its financial resources
- ensuring that an adequate governance process is in place for the approval, monitoring and ongoing risk management of all non-financial investments and long term liabilities
- provision to members of a schedule of all non-treasury investments including material investments in subsidiaries, joint ventures, loans and financial guarantees
- ensuring that members are adequately informed and understand the risk exposures taken on by an authority
- ensuring that the authority has adequate expertise, either in house or externally provided, to carry out the above
- creation of Treasury Management Practices which specifically deal with how non treasury investments will be carried out and managed, to include the following
 - *Risk management (TMP1 and schedules), including investment and risk management criteria for any material non-treasury investment portfolios;*
 - *Performance measurement and management (TMP2 and schedules), including methodology and criteria for assessing*

the performance and success of non-treasury investments;

- *Decision making, governance and organisation (TMP5 and schedules), including a statement of the governance requirements for decision making in relation to non-treasury investments; and arrangements to ensure that appropriate professional due diligence is carried out to support decision making;*
- *Reporting and management information (TMP6 and schedules), including where and how often monitoring reports are taken;*
- *Training and qualifications (TMP10 and schedules), including how the relevant knowledge and skills in relation to non-treasury investments will be arranged.*

APPENDIX 8 - CURRENT LIST OF ELIGIBLE COUNTERPARTIES

Counterparty Lending List for 2017-18 as at 23/01/18				
UK Banks		Fitch Credit Rating	Moody's Rating	S&P Rating
Bank	Short Term	Short Term	Short Term	
HSBC Bank plc	F1+	P-1	A-1+	
Bank of Scotland Plc	F1	P-1	A-1	
Barclays Bank plc	F1	P-1	A-1	
Close Brothers Ltd	F1	P-1		
Lloyds Bank Plc	F1	P-1	A-1	
Goldman Sachs International	F1	P-1	A-1	
Standard Chartered Bank	F1	P-1	A-1	
Santander UK plc	F1	P-1	A-1	
Sumitomo Mitsui Banking Corp Europe	F1	P-1	A-1	
UBS	F1+	P-1	A-1	
Nationalised/Part Nationalised Banks				
Royal Bank of Scotland Plc	F2	P-2	A-2	
National Westminster Bank	F2	P-1	A-2	
Building Societies				
Group Asset Ranking		Society Assets £m	Fitch Short Term	Year end
1	Nationwide	220,013	F1	Apr-17
2	Yorkshire	45,162	F1	Dec-16
3	Coventry	37,632	F1	Dec-16
4	Skipton	17,827	F1	Dec-16
5	Leeds	16,485	F1	Dec-16
6	Principality	8,124	F2	Dec-16
7	West Bromwich	5,839	-	Mar-17
8	Newcastle	3,638	-	Dec-16
9	Nottingham	3,601	-	Dec-16
10	Cumberland	2,242	-	Mar-17
11	Progressive	1,795	-	Dec-16
12	National Counties	1,863	-	Dec-16
13	Saffron	1,112	-	Dec-16
14	Cambridge	1,114	-	Dec-16
15	Monmouthshire	1,053	-	Mar-17
Note:				
Not all of the top 20 Building Societies are Fitch rated, therefore we use the overall asset base in conjunction with the Fitch Rating to assess the lending criteria.				

APPENDIX 9

TREASURY MANAGEMENT PRATICES (TMPs)

CIPFA lists 12 TMPs that the council are recommended to adopt. The Director of Finance, Assets and Resources will have delegated approval over the TMPs. Any recommendations from the Director of Finance, Assets and Resources will be submitted to Cabinet for review.

MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

February 2018

The Forward Plan containing key Decisions is published 28 days prior to each Cabinet meeting

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Land for Affordable Housing To acquire land (in consultation with the Cabinet Member for Housing) for the provision of affordable housing (under the scheme of delegation) at Waddeton Park, Post Hill, Tiverton	Director of Finance, Assets and Resources	Not before 2nd Apr 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242		Open
Bereavement Services Fees and Charges A review of fees and charges	Environment Policy Development Group Cabinet	6 Mar 2018 5 Apr 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open
Mid Devon Destination Management Plan & Action Plan Report updating Members on the current impact tourism has on Mid Devon's local economy and how we can develop the sector over the	Economy Policy Development Group Cabinet	8 Mar 2018 5 Apr 2018	John Bodley-Scott, Economic Development Team Leader	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
next 5 years.					
Market Schedule of Tolls - annual review	Economy Policy Development Group Cabinet	8 Mar 2018 5 Apr 2018	John Bodley-Scott, Economic Development Team Leader Stephen Walford, Chief Executive Tel: 01884 234201	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Community Housing Fund Grant Policy To receive a report from the Housing Services Manager regarding the new Community Housing Fund Policy.	Homes Policy Development Group Cabinet Council	13 Mar 2018 5 Apr 2018 25 Apr 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Rechargeable Repairs To receive a report reviewing the Rechargeable Repairs policy.	Homes Policy Development Group Cabinet	13 Mar 2018 5 Apr 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Corporate Debt Recovery Policy To consider a revised policy.	Audit Committee Cabinet	20 Mar 2018 5 Apr 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel:	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
			01884 234242		
Community Safety Partnership Plan 2 yearly review	Community Policy Development Group Cabinet	27 Mar 2018 10 May 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Regulation of Investigatory Powers To consider the annual review of the policy.	Community Policy Development Group Cabinet	27 Mar 2018 10 May 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Cullompton Town Centre Masterplan Report to consider the commissioning of a regeneration and investment masterplan for Cullompton.	Cabinet	5 Apr 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Illegal Encampment Policy To receive a report regarding a policy regarding to Illegal Encampment	Cabinet Council	5 Apr 2018 25 Apr 2018	Andrew Busby, Group Manager for Corporate Property and Commercial	Cabinet Member for Community Well Being (Councillor Colin	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
	Community Policy Development Group	10 May 2018	Assets Tel: 01884 234948	Slade)	
Disposal of the land and toilet block at Station Road, Cullompton To consider the disposal of the land and toilet block at Station Road, Cullompton	Cabinet	5 Apr 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt
Diverton Eastern Urban Extension Area B Masterplanning To consider the outcome of the tender process	Cabinet	5 Apr 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Part exempt
Pay Policy Report setting out the legislative requirements under the Localism Act relating to senior pay.	Cabinet Council	5 Apr 2018 25 Apr 2018	Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Kitchen Supply Contract 2018-2022 To consider the outcome of the procurement exercise for the supply of kitchens to Council property.	Cabinet	5 Apr 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Greater Exeter Strategic Plan To consider a report of the Head of Planning, Economy and Regeneration regarding a draft strategic plan.	Cabinet Council	5 Apr 2018 25 Apr 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Revised Freedom of Information Policy To consider a revised policy	Cabinet	5 Apr 2018	Catherine Yandle, Group Manager for Performance, Governance and Data Security Tel: 01884 234975	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Revised Data Protection Policy To consider a revised policy	Cabinet	5 Apr 2018	Catherine Yandle, Group Manager for Performance, Governance and	Cabinet for the Working Environment and Support Services	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
			Data Security Tel: 01884 234975	(Councillor Margaret Squires)	
Cleaning Contractors To approve the outcome of the procurement exercise.	Cabinet	10 May 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Vehicle Maintenance Contract To consider the maintenance contract.	Cabinet	10 May 2018	Stuart Noyce, Group Manager for Street Scene and Open Spaces	Leader of the Council (Councillor Clive Eginton)	Open
Crediton Office To consider the options for disposal for the Crediton Office following the 6 month moratorium/marketing.	Cabinet	10 May 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt
Review of Bereavement Services To receive a report regarding a review of Bereavement Services, to include National Assisted Burials	Environment Policy Development Group Cabinet	15 May 2018 7 Jun 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Repairing Footpaths and Roads Policy	Environment Policy Development Group Cabinet Council	15 May 2018 7 Jun 2018 27 Jun 2018	Steve Densham, Development Services Manager	Councillor Ray Stanley Cabinet Member for Housing (Councillor Ray Stanley) Cabinet Member for Housing (Councillor Ray Stanley)	Open
Market Rights Policy A report proposing the adoption of a new Market Policy.	Economy Policy Development Group Cabinet Council	17 May 2018 7 Jun 2018 27 Jun 2018	Alan Ottey, Tiverton Town Centre and Market Manager	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Gas Safety Policy To consider a report regarding the revised Gas Safety Policy.	Homes Policy Development Group Cabinet	22 May 2018 7 Jun 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Hoarding Policy To receive a report from the Group Manager for Housing presenting the revised Hoarding Policy.	Homes Policy Development Group Cabinet	22 May 2018 7 Jun 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Tenancy Policy To receive a report from the Group Manager for Housing outlining the revised Tenancy Policy.	Homes Policy Development Group Cabinet	22 May 2018 7 Jun 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Tenant Involvement Policy To consider a revised policy	Homes Policy Development Group Cabinet	22 May 2018 7 Jun 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Tenant Involvement Strategy To consider a revised strategy	Homes Policy Development Group Cabinet	22 May 2018 7 Jun 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Harassment Policy To receive a report from the Group Manager for Housing	Homes Policy Development Group	22 May 2018	Claire Fry, Group Manager for Housing Tel: 01884	Cabinet Member for Housing (Councillor Ray	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
presenting the revised Harassment Policy.	Cabinet	7 Jun 2018	234920	Stanley)	
Tenancy Strategy To consider a report regarding the revised strategy.	Homes Policy Development Group Cabinet	22 May 2018 7 Jun 2018	Claire Fry, Group Manager for Housing Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Town Centre Masterplan following public consultation To consider that masterplan.	Cabinet	7 Jun 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Annual Treasury Management Report To consider the outturn report	Cabinet Council	7 Jun 2018 27 Jun 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Proposals for improvements to Tiverton Town Centre To receive a presentation on proposals for improvements	Cabinet	5 Jul 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Fully exempt

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
to Tiverton Town Centre, seeking authority to go out to tender with a view to progress project work’.					
Human Resources Strategy To consider the revised strategy	Cabinet	5 Jul 2018	Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Cemetery Works To receive a report detailing proposed works for the cemeteries in Tiverton and Crediton regarding concrete bases as foundations for headstones.	Environment Policy Development Group Cabinet	10 Jul 2018 2 Aug 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open
Void Management Policy To receive a report from the Group Manager for Building Services presenting the revised Void Management Policy.	Homes Policy Development Group Cabinet	17 Jul 2018 2 Aug 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
ASB Policy and Procedures	Homes Policy Development		Claire Fry, Group Manager for	Cabinet Member for Housing	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
To receive a report from the Group Manager for Housing presenting the revised Anti-Social Behaviour Policy and Procedures.	Group Cabinet	17 Jul 2018 2 Aug 2018	Housing Tel: 01884 234920	(Councillor Ray Stanley)	
Asbestos Management Plan To receive a report from the Group Manager for Building Services presenting the revised Asbestos Management Plan.	Homes Policy Development Group Cabinet	17 Jul 2018 2 Aug 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Corporate Asbestos Policy To receive a report from the Group Manager for Building Services presenting the revised Corporate Asbestos Policy.	Homes Policy Development Group Cabinet	17 Jul 2018 2 Aug 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Public Health Enforcement Policy 2 yearly review	Community Policy Development Group Cabinet	Before 31 Jul 2018 Before 31 Aug 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Exe Valley Area of Outstanding Natural Beauty To consider the setting up of a partnership to explore an AONB for the Exe Valley and other issues.	Environment Policy Development Group	4 Sep 2018	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Leader of the Council (Councillor Clive Eginton)	Open
	Cabinet	27 Sep 2018			
	Council	24 Oct 2018			
Economic Strategy To consider a new policy.	Economy Policy Development Group	6 Sep 2018	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
	Cabinet	27 Sep 2018			
	Council	24 Oct 2018			
Customer Care Policy 3 yearly review	Community Policy Development Group	18 Sep 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
	Cabinet	27 Sep 2018			
Community Engagement Strategy 2018 Report updating Members on	Community Policy Development		Jill May, Director of Corporate Affairs and Business	Cabinet Member for Community Well Being	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
progress made with the Community Engagement Action Plan and to review the strategy and focus for 2018	Group Cabinet	18 Sep 2018 27 Sep 2018	Transformation Tel: 01884 234381	(Councillor Colin Slade)	
Community Engagement Action Plan To consider a revised action plan	Community Policy Development Group Cabinet	18 Sep 2018 27 Sep 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
ICT Strategy Report regarding a review of the ICT Strategy	Cabinet	25 Oct 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open

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