

West Devon Hub Committee



West Devon
Borough
Council

Title:	Agenda								
Date:	Tuesday, 8th June, 2021								
Time:	2.00 pm								
Venue:	Chamber - Kilworthy Park								
Full Members:	<p style="text-align: center;">Chairman Cllr Jory</p> <p style="text-align: center;">Vice Chairman Cllr Cheadle</p> <p><i>Members:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Cllr Edmonds</td> <td style="width: 33%;">Cllr Crozier</td> </tr> <tr> <td>Cllr Mott</td> <td>Cllr Daniel</td> </tr> <tr> <td>Cllr Leech</td> <td>Cllr Ratcliffe</td> </tr> <tr> <td>Cllr Pearce</td> <td></td> </tr> </table>	Cllr Edmonds	Cllr Crozier	Cllr Mott	Cllr Daniel	Cllr Leech	Cllr Ratcliffe	Cllr Pearce	
Cllr Edmonds	Cllr Crozier								
Cllr Mott	Cllr Daniel								
Cllr Leech	Cllr Ratcliffe								
Cllr Pearce									
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.								
Committee administrator:	Democratic.Services@swdevon.gov.uk								

1. Apologies for absence

2. Declarations of Interest

Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Agenda, then please contact the Monitoring Officer in advance of the meeting.

3. Items Requiring Urgent Attention

To consider those items which, in the opinion of the Chairman, should be considered by the Meeting as matters of urgency (if any)

4. Confirmation of Minutes

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Minutes of meeting held 27 April 2021

5. Public Questions -

A period of up to 15 minutes is available to deal with issues raised by the public

6. Hub Committee Forward Plan

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7. Project Update: 1-2 Spring Hill, Tavistock, Redevelopment of homeless provision

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8. Climate Change and Biodiversity Action Plan Update

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9. Devon Home Choice Policy Changes

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10. Homeless Strategy Action 21/22

103 - 138

Agenda Item 4

At a Meeting of the **HUB COMMITTEE** held via **TEAMS** on **TUESDAY**
the **27th** day of **April 2021** at **2:00 pm**

Present: Cllr N Jory – Chairman
Cllr L Samuel – Vice Chairman

Cllr R Cheadle	Cllr C Edmonds
Cllr A F Leech	Cllr J Moody
Cllr C Mott	Cllr T G Pearce

In attendance: Senior Leadership Team
Monitoring Officer
Democratic Services Manager
Head of Strategy and Projects
Head of Housing, Revenues and Benefits
Head of Environmental Health
Head of Placemaking
Head of Development Management
Business Manager (Specialists)
Business Manager (Case Management)
Head of Practice: Commissioning and Contracts

Other Members in attendance:

Cllrs Crozier, Daniel, Ewings, Heyworth, Hipsey, Kemp,
Kimber, Southcott, Spettigue, Wood and Yelland

***HC 74 APOLOGIES**

An apology for absence was received from Cllr D K A Sellis.

***HC 75 DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be discussed but there were none made.

***HC 76 URGENT BUSINESS**

The Chairman advised that he had agreed for one urgent item to be raised at this meeting that related to supporting our business communities. This item was considered urgent in light of the associated time constraints and would be considered immediately.

(a) ARG POLICY – SUPPORTING OUR BUSINESS COMMUNITIES

The lead Hub Committee Member proceeded to introduce this urgent item and presented a report that recommended an approach to provide more support to businesses through grant payments.

In discussion, the following points were raised:-

- (a) A Member questioned whether grant payments could also be made available to local Community Groups. In response, officers advised that each application was considered on a case-by-case basis and it was agreed that a specific example raised would be discussed with the Member outside of this meeting;
- (b) Members welcomed the opportunity to obtain the further funding that amounted to £543,260 to support hard pressed local businesses. Furthermore, the Members hoped that all of the existing monies could be allocated to ensure that these monies could be then accessed.

It was then **RESOLVED** that:

1. the revised approach to the ARG Policy (as set out at Section 4 of the presented agenda report) to support the business community, local economy and local place be approved in response to further funding (£543,260) being made available from Central Government, subject to the existing allocation being spent by the end of June 2021 ; and
2. the administration of the ARG scheme continue to be delegated to the Director for Place and Enterprise, in consultation with the Section 151 Officer; the Leader of Council; and the Lead Hub Committee Member for Enterprise, including the decision as to how to fund wider business support measures, once the further guidance on the ARG scheme has been clarified.

***HC 77 MINUTES**

The Minutes of the Hub Committee meeting held on 16 March 2021 were confirmed as a correct record.

***HC 78 PUBLIC QUESTION TIME**

It was noted that no Questions had been received in accordance with the Hub Committee Procedure Rules.

***HC 79 HUB COMMITTEE FORWARD PLAN**

Members were presented with the Hub Committee Forward Plan setting out items on the agenda for Hub Committee meetings for the next four months and the Plan was duly noted without any further comment.

***HC 80 LEAD HUB COMMITTEE MEMBER UPDATE – CLLR LEECH**

Cllr Leech introduced his update and focused on the following specific areas of his portfolio:

- Revenues and Benefits; and
- Environmental Health and Licensing.

In light of the amount of statistical information that was contained within his update, Cllr Leech agreed that his discussion paper would be circulated to all Members. Throughout his update, Cllr Leech also paid tribute to the work of officers within both Revenues and Benefits and Environmental Health and Licensing and emphasised the key role that both had played during the Council's response to the COVID-19 Pandemic.

During the ensuing discussion, the emergence of digital poverty as a detrimental issue for local residents and communities was highlighted. The lead Member advised that he longstanding concerns over this issue and the lead officer gave assurances that the Council attempted to make all of its processes and systems as accessible as was practically possible.

***HC 81 FUTURE LOCALITIES SERVICE**

The Committee was presented with a report that set out a series of proposed changes for the Committee to consider to delivery on the recent Task and Finish Group Review recommendations and also included the associated costs of the new Operating Model.

In discussion, reference was made to:-

- (a) the Service being the single biggest success story arising from the Council's Transformation Programme. In addition, particular credit was paid to the role undertaken by the Mobile Locality Officers and some Members hoped that the new Operating Model would not lead to excessive management and bureaucracy. In response, officers gave assurances that this would not be the case;
- (b) the scheduling of a Member Workshop. The lead Member advised that it was his intention for a Member Workshop to be convened in the upcoming weeks that would focus on introducing the Service Implementation Plan and the members of staff in the Team;

It was then **RESOLVED** that:

1. an additional £13,000 be approved to be built into the Establishment base budget each year to meet the additional costs of the new service structure; and
2. the new service structure and approach (as set out in Appendix A of the presented agenda report) be noted and the implementation of the new service be agreed.

***HC 82 WRITE-OFF REPORT FOR 2020/21**

A report was considered that presented the write-offs for the period from 1 April 2020 to 31 March 2021.

In discussion, the following points were raised:-

- (a) An additional recommendation was **PROPOSED** and **SECONDED** that read as follows:

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'That the Committee be in receipt of future write-off reports on a six-monthly basis instead of the current three-monthly reporting basis.'

When put to the vote, this addition was declared **CARRIED**;

- (b) Members welcomed the figures contained within the presented agenda report and informed that, in light of the severity of the Pandemic, they had anticipated these would be far higher. In the likelihood for the impact of the Pandemic to continue to be severe, the Section 151 Officer advised that she had considered it to be prudent to build in an additional 5% bad debt provision into the Council's Base Budget.

It was then **RESOLVED** that:

1. in accordance with Financial Regulations, it be noted that the Section 151 Officer has authorised the write-off of individual West Devon Borough Council debts totalling £114,226.37 (as detailed in Tables 1 and 2 of the presented agenda report);
2. the write-off of individual debts in excess of £5,000 (totalling £23,183.50 and set out in Table 3 of the presented agenda report) be approved; and
3. the Committee be in receipt of future write-off reports on a six-monthly basis instead of the current three-monthly reporting basis.

***HC 83**

PLACEMAKING: TAVISTOCK BID RENEWAL

Members considered a report that set out the Tavistock Business Improvement District (BID) renewal process.

In discussion, reference was made to:-

- (a) support for businesses in the other towns within the Borough. Some Members expressed their concerns that the Council was providing financial support for the Tavistock BID whilst not doing similarly for the other towns in West Devon. Furthermore, there was a perception amongst the other towns that Tavistock was provided with more support from the Borough Council than they were. In reply, other Members highlighted the benefits that the BID brought to Tavistock and felt that it would be unfair to effectively penalise the town because they had been able to establish a BID. However, the need for support to be given to all towns in the Borough was recognised and officers confirmed that they were committed to achieving this objective;
- (b) an amendment to the report recommendation. An amendment to the recommendation was **PROPOSED** and **SECONDED** as follows:

'That the Council review its collection charges to the BID on an annual basis.'

In debate on the amendment, the majority of Members felt that it would more be appropriate for the Council to review its charges on an annual basis as opposed to setting them for the five year term as had been proposed in the presented agenda report.

When put to the vote, the amendment was declared **CARRIED**;

(c) an additional recommendation was **PROPOSED** and **SECONDED**. In recent years, Members felt that the Council had not been obtaining sufficient feedback on the performance of the BID and the following additional recommendation was therefore included:

'That BID representatives be requested to report back to the Council (via its Annual Report) on how the organisation has spent its allocated funding.'

When put to the vote, the addition was declared **CARRIED**.

It was then **RESOLVED** that:

1. The Tavistock Business Improvement District (BID) renewal process be supported;
2. the use of £20,000 of the ARG funding to support the BID renewal be noted;
3. a further £13,241.90 be approved of revenue funding in total (up to March 2026);
4. the Council review its collection charges to the BID on an annual basis; and
5. BID representatives be requested to report back to the Council (via its Annual Report) on how the organisation has spent its allocated funding.

***HC 84**

ENHANCING THE DEMOCRATIC DECISION-MAKING PROCESS

Consideration was given to a report that sought approval to bring forward changes to the Calendar of Meetings and to review the role and number of Working Groups with the intention for the new arrangements to be recommended to the Annual Council meeting on 25 May 2021.

In discussion, it was confirmed that, in the event of Annual Council concluding that groups such as the Political Structures Working Group and Waste Working Group should be disbanded, then the work undertaken by these would still be carried out by Members but in an alternative means.

It was then **RESOLVED** that:

1. The changes set out in Section 4 of the presented agenda report be supported, with any consequent amendments being made to the Council Constitution and the draft Calendar of Meetings, with these to be reported to the Annual Council Meeting on 25 May 2021; and
2. The Chief Executive and Director of Governance and Assurance be instructed to continue working on any further changes to enhance the democratic decision-making process (as set out in Section 3.2 of the presented agenda report) during the course of the 2021/22 Municipal Year.

***HC 85**

DEVELOPMENT MANAGEMENT / PLANNING ENFORCEMENT SERVICE REVIEW

A report was considered that informed the Committee of the intention to undertake a review into the Development Management / Planning Enforcement Services.

In discussion, reference was made to:-

- (a) the work undertaken by the Services during the Pandemic. Some Members wished to put on record their thanks for the work that had been undertaken during such a difficult time;
- (b) the Terms of Reference of the Review. The lead Member invited any Members who felt that the Terms of Reference did not include specific important aspects that should be considered to contact her direct outside of this Committee Meeting;
- (c) the proposal to report back to the Hub Committee within the next three months. Whilst noting the proposal to bring back a report and service improvement plan to the Hub Committee within the next three months, officers advised that some changes and improvements would be made before the report was presented;
- (d) the role of the Development Management and Licensing Committee. In proposing the recommendation, the lead Hub Committee Member highlighted the existing performance role that was undertaken by the Development Management and Licensing Committee. As a result, the Member **PROPOSED** a revision to part 3 of the recommendation whereby the Development Management and Licensing Committee (as opposed to the Overview and Scrutiny Committee) should receive ongoing performance monitoring reports. This proposal was subsequently **SECONDED** and when put to the vote was declared **CARRIED**.

It was then **RESOLVED** that:

1. the review of the Development Management and Planning Enforcement Services (as set out in sections 3.2 to 3.11 in the presented agenda report and the subsequent development of a service improvement plan) be endorsed; and
2. officers be instructed to bring back a report and service improvement plan to the Hub Committee within the next three months; and
3. the Development Management and Licensing Committee be asked to monitor the ongoing performance of the service against the improvement plan on a six-monthly basis.

***HC 86**

WASTE COLLECTION FREQUENCY TRIAL

The Committee considered a report that detailed the findings of the Council's three-weekly waste collection trial.

During discussion, the following points were raised:-

- (a) Some Members expressed their disappointment at the proposal to delay further (to Spring 2022) a final decision as to whether or not to implement a three-weekly refuse collection throughout the Borough. Whilst acknowledging the concerns, the lead Member advised that the Pandemic had unfortunately distorted the original project timescales and emphasised the importance of ascertaining sufficient data to reach an evidence-based decision;
- (b) In light of the proposed delay, the Section 151 Officer informed that this would be reflected in the 2021/22 Budget Monitoring Report;
- (c) Members wished to put on record their thanks to officers for continuing to deliver such a high quality service during the Pandemic.

It was then **RESOLVED** that:

1. the findings of the trial of three-weekly refuse collections to around 1,000 households in the Borough be endorsed;
2. a further report be presented to the Hub Committee in September 2021 that details the potential income / costs and national waste strategy impacts so that a final decision can be made on whether a three-weekly refuse collection should be implemented throughout the Borough from Spring 2022; and
3. during the interim, the Council continue to collect on a three-weekly basis from the trial households.

(The meeting terminated at 4.50 pm)

Chairman

(NOTE: THESE DECISIONS WILL BECOME EFFECTIVE FROM THURSDAY, 6 MAY 2021 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18)

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WEST DEVON BOROUGH COUNCIL: HUB COMMITTEE FORWARD PLAN

This is the provisional forward plan for at least four months starting June 2021. It provides an indicative date for matters to be considered by the Hub Committee. Where possible, the Hub Committee will keep to the dates shown in the plan. However, it may be necessary for some items to be rescheduled and other items added.

The forward plan is published to publicise consultation dates and enable dialogue between the Hub Committee and all Councillors, the public, and other stakeholders. It will also assist the Council's Overview and Scrutiny Committee in planning their contribution to policy development and holding the Hub Committee to account.

The Plan is published on the Council's website (www.westdevon.gov.uk)

The Hub Committee consists of nine Councillors. Each has responsibility for a particular area of the Council's work.

Leader – Cllr Neil Jory

Deputy Leader – Cllr Ric Cheadle

Lead Member for Economy – Cllr Peter Crozier

Lead Member for Natural Environment – Cllr Lynn Daniel

Lead Member for Built Environment – Cllr Caroline Mott

Lead Member for Leisure, Health and Wellbeing – Cllr Tony Leech

Lead Member for Communities – Cllr Terry Pearce

Lead Member for Resources – Cllr Chris Edmonds

Lead Member for Housing – Cllr Barry Ratcliffe

Further information on the workings of the Hub Committee, including latest information on agenda items, can be obtained by contacting the Democratic Services Section by e-mail to democratic.services@westdevon.gov.uk

All items listed in this Forward Plan will be discussed in public at the relevant meeting, unless otherwise indicated

Portfolio Area	Report Title and Summary	Lead Member / Officer	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
Homes	<p>Title: Homelessness Strategy – Annual Action Plan</p> <p>Purpose: To consider a report that presents the Annual Action Plan that underpins the Council’s Homelessness Strategy.</p>	Cllr Ratcliffe / Issy Blake	Report of the Head of Housing, Revenues, and Benefits	8 June 2021	
Council	<p>Title: Climate Change and Biodiversity Strategy Update</p> <p>Purpose: Update on progress against delivery of the Climate Change and Biodiversity Strategy</p>	Cllr Daniel / Drew Powell	Report of Director of Governance and Assurance	8 June 2021	
Homes	<p>Title: Devon Homes Choice Policy</p> <p>Purpose: To agree some recommended revisions to the Devon Homes Choice policy.</p>	Cllr Ratcliffe / Issy Blake	Report of the Head of Housing, Revenues and Benefits	8 June 2021	
Homes	<p>Title: Springhill Project Update</p> <p>Purpose: To provide an update of the project and seek approval to submit a planning application for the scheme</p>	Cllr Ratcliffe / Issy Blake / Laura Wotton	Report of Head of Housing & Head of Assets	8 June 2021	
All	<p>Title: Draft Corporate Strategy</p> <p>Purpose: To consider a report that seeks to recommend to Council approval of the draft Corporate Strategy</p>	Cllr Jory / Senior Leadership Team	Report of the Senior Leadership Team	13 July 2021	
Health and Wellbeing	<p>Title: Leisure Update</p> <p>Purpose: To consider a report that seeks to present a Leisure Update to the Hub Committee.</p>	Cllr Leech / Chris Brook	Report of Director of Place and Enterprise	13 July 2021	
Resources and Performance	<p>Title: Section 106 Agreement Expenditure</p>	Cllr Edmonds / Lisa Buckle	Report of the Section 151 Officer	13 July 2021	

Portfolio Area	Report Title and Summary	Lead Member / Officer	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
	Purpose: To consider a report that outlines the latest position in respect of Section 106 Agreement Expenditure.				
Homes	Title: Development Management / Planning Enforcement Service Review Purpose: To consider a report that presents a Service Improvement Plan for the approval of the Hub Committee.	Cllr Mott / Steve Mullineaux	Report of the Deputy Chief Executive	13 July 2021	
Council	Title: Annual Report Purpose: To consider a report that seeks to recommend to Council approval of the Council's Annual Report.	Cllr Jory / Neil Hawke	Report of the Head of Strategy and Projects	13 July 2021	
Council	Title: Medium Term Financial Strategy for the five years 2022/23 to 2026/27 Purpose: To set the strategic intention for all of the different strands of funding available to the Council. This brings together all known factors affecting the Council's financial position and its financial sustainability, to provide a long term financial forecast.	Cllr Jory / Lisa Buckle	Report of S151 Officer	21 September 2021	
Council	Title: Regeneration and Investment Strategy Purpose: To consider a report that presents a draft Regeneration and Investment Strategy.	Cllr Jory / Chris Brook	Report of Director of Place and Enterprise	21 September 2021	

Portfolio Area	Report Title and Summary	Lead Member / Officer	Documents to be considered in making decision	Date of Meeting	Consultees and means of consultation
Environment	<p>Title: Waste Collections Frequency Purpose: To consider a report that details the potential income / costs and national waste strategy impacts so that a final decision can be made on whether a three-weekly refuse collection should be implemented throughout the Borough.</p>	Cllr Mott / Jane Savage	Report of the Head of Commissioning and Contracts	21 September 2021	
Council	<p>Title: Write Off Report for Quarters 1 and 2 Purpose: The Council is responsible for the collection of: Housing Rents, Sundry Debts including Housing Benefit Overpayments, Council Tax and National Non-Domestic Rates. The report informs Members of the debt written off for these revenue streams.</p>	Cllr Edmonds / Lisa Buckle	Report of Strategic Finance Lead	2 November 2021	

Report to: **Hub Committee**

Date: **8th June 2021**

Title: **Project Update: 1-2 Spring Hill, Tavistock, Redevelopment of homeless provision**

Portfolio Area: **Housing**

Wards Affected: **Tavistock (ALL Wards)**

Urgent Decision: **Y** Approval and clearance obtained: **Y**

Author: **Dan Field** Role: **Project Manager, Senior Specialist (Assets)**

Contact: **Email: Dan.Field@swdevon.gov.uk**

RECOMMENDATION:

That the Hub Committee:

- 1. note the Planning Pre-Application advice (2570/19/PRM) in Appendix D;**
- 2. note the project finances set out in Section 6 and that the business case, as presented at Hub Committee on 20th October 2020 (Minute Reference HC29), will be finalised following the granting of a planning consent. The business case will be presented to both the Hub Committee and Council for financial approval at an appropriate time; and**
- 3. authorise the Head of Assets to submit a full planning application for the preferred design as follows:**
 - Demolition of existing building & rebuild on larger footprint.**
 - Creation of 11 self-contained apartments with a mix of range of 1 and 2 bedroom units to maximise flexibility for users.**
 - Inclusion of a ground floor staff office and bin store to provide more effective management options.**
 - Generation of a rear courtyard to provide safe outdoor space for residents**

1. Executive summary

- 1.1 Further to the Springhill – Redevelopment of Homelessness Provision Report presented on Tuesday 20th October 2020 (Minute Reference HC29), this report provides a project update to West Devon Borough Council (WDBC) Hub Committee and seeks support for the stated recommendations.
- 1.2 The use of the Springhill building is restricted by a covenant which requires use for the housing of homeless persons.
- 1.3 The Council has a statutory duty to provide temporary accommodation under the Housing Act 1996 (as amended) to households who are, or are at risk of becoming, homeless. Section 2 of this report details the housing need that will be addressed by this development.
- 1.4 With consideration of the Council policies and corporate priorities, the project vision is to redevelop the existing site through the design and construction of a modern, safe, purpose built building with a flexible layout to accommodate the needs of a range of potential users.
- 1.5 The project and the recommended approach, represents the Councils ambition and commitment to providing the highest quality homeless accommodation provision possible at this site for the district.
- 1.6 In December 2019, following a competitive tendering exercise, WDBC appointed Bailey Partnership to assist in realising this vision and leading the project through the various stages.
- 1.7 Following extensive feasibility studies and engagement with both the planning authority and WDBC's Housing team, the preferred and recommended option is to demolish the existing building, with a partial reuse of the existing material in the construction of a new building on a larger footprint.
- 1.8 The proposed building will create 11 self-contained apartments, in a mix of 1 and 2 bedroom units, for the accommodation of homeless persons, families, young people entering the care system and those with additional support needs.
- 1.9 Planning pre application advice, entered 23rd July 2019 (2570/19/PRM), has indicated that the principle of demolition and reconstruction is considered acceptable.
- 1.10 The adjacent building, No.3 Springhill, was acquired in April 2021 in accordance with the decision of the West Devon Borough Council's Invest To Earn committee meeting held 2nd October 2020.
- 1.11 Subject to the Hub Committee supporting the recommendations, the project delivery team are now in a position to submit a formal planning application and thereafter, continue the detailed design.

2. Temporary Accommodation Housing Need

This section outlines the current challenges faced by the Council in providing high quality homeless accommodation in accordance with its statutory duty and the opportunity to address this through the provision of the highest quality homeless accommodation possible at the Spring Hill site.

- 2.1 Members in both the adopted Housing Strategy & Homeless Strategy have already committed to "*redevelop the existing housing provision in West Devon to ensure good quality accommodation for people when they need it most*"
- 2.2 Local Housing Authorities in England have a statutory duty to secure accommodation for all households considered to be in priority need and unintentionally homeless under part 7 of the Housing Act 1996 (as amended). The length of stay in emergency housing will depend upon the outcome of the inquiries made into the application.
- 2.3 The range of housing need the authority encounters is broad and includes the need for provision for families, young people leaving the care system and single homeless persons with additional support needs; as well as those requiring adaptations to meet their physical requirements.
- 2.4 The current Springhill building does not lend itself to this mixed use. It is essential that we are able to access a range of accommodation options to ensure the health and wellbeing of homeless households is safeguarded.
- 2.5 The temporary accommodation function is currently provided through Bed and Breakfasts, hotels and holiday accommodation, often out of borough, causing much disruption to people's lives and at a considerable expense to the public purse.
- 2.6 The demand for temporary accommodation is currently on the rise, a trend likely to continue. The housing team report an increase of presentations at the point of crisis, a stage when it is very difficult to then prevent the need for temporary accommodation.
- 2.7 As a result of the Covid-19 pandemic, there has been a rise in demand for private rental properties due to reduced supply, as landlords sell rental properties to take advantage of the stamp duty holiday and subsequent high demand and increased house prices. Higher rents in excess of the Local Housing Allowance in the private sector also further restrict the numbers of properties available to people on lower incomes.

April snapshot of temporary accommodation in West Devon

	April 20	April 21	Difference
Average households in accom across the month	6.7	11.5	71.6% increase
Households placed into temp during the month	1	9	900% increase
Total nights in temp in month	201	345	71.6% increase
Snapshot at end of month	4	13	225% increase

- 2.8 Improving the quality of our temporary accommodation provision with a purpose built facility specifically to meet the needs of homeless people, will positively impact on health and wellbeing and contribute positively to the Councils corporate priorities.
- 2.9 Any new development needs to maximise the space available whilst providing high quality, affordable and therapeutic housing to three key groups of households;
- Single homeless with additional support needs;
 - Young people and care leavers requiring safe supported move on accommodation and
 - Families.
- 2.10 These needs are not met by the existing provision and rarely able to be met in alternative temporary accommodation in the local area, often necessitating the need to move far away from a person's support network at the time they need it the most.
- 2.11 Each of these household types have their own unique needs and vulnerabilities which need to be taken into account when considering provision.

Temporary Housing Statistics and Future Trends

- 2.12 The importance of this scheme and the significant public benefits that it will bring can be seen by the statistics presented below:

Year	No. of singles placed	Average length of stay	No. of Families placed	Average Length of stay
2018 - 19	12	52 days	12	94 days
2019 - 20	33	59 days	20	65 days
2020 - 21	40	41 days	15	66 days

- 2.13 The data above demonstrates the clear need for the proposed new facility at Springhill, which notwithstanding the unpredictability of homelessness (and any peaks we may need to manage), could support the majority of required placements throughout the year. This significantly addresses the reliance on other less appropriate forms of accommodation ensuring WDBC serves its communities in need when they need it the most.

3. Project Background

- 3.1 No 1 & 2 Spring Hill are situated towards the south western quarter of Tavistock, within the World Heritage Site and Conservation Area boundaries, a 5 minute walk from the town centre.
- 3.2 A site location plan is included in **Appendix A** of this report.



- 3.3 The properties form the eastern end of a terrace of residential properties which extend up the western side of the steeply sloping Spring Hill road. Vehicle access is off a sharp bend at the southern end of the site.
- 3.4 The access road is owned by the NHS and leads to the old Tavistock Maternity Hospital. This facility is currently occupied by Livewell and has most recently been used as training base. WDBC understand the NHS have strategic plans for this facility to be a clinical practise, which has been facilitating Tavistock's Covid Response.
- 3.5 The use of the Springhill building is restricted by a covenant which requires use for the housing of homeless persons only.
- 3.6 The title register DN706203, a copy of which is included in **Appendix B** of this report, notes the following covenant:
- not to use or allow to be used any buildings erected on the property for any purpose other than as accommodation for homeless persons comprising no more than fifteen accommodation units in total.
- 3.7 The covenant benefits land owned by the NHS from whom consent will be sought for any new development.
- 3.8 In 2019, WDBC took back possession of 1-2 Spring Hill, Tavistock following the termination of the long lease.

- 3.9 The property had been let to Westward Housing since 1989 for the provision of accommodation for homeless households nominated by the Council. This was following transfer of the Councils Housing stock to West Devon Homes and the lack of any housing management staff retained in house by the Council.
- 3.10 Currently, the properties comprise 9 self-contained flats. No 1 Spring Hill (end terrace) is divided into three one-bedroom flats occupied on a sublease to Young Devon providing move-on accommodation for homeless young people and care leavers. No 2 Spring Hill (terrace) is divided into two two-bedroom flats and four one-bedroom flats. There is parking for approximately 6 cars within a rear courtyard.
- 3.11 The current layout is operationally inefficient to support the housing needs identified in Section 2 of this report. This inability has been exacerbated through historic building alterations.
- 3.12 Following extensive investigations, including structural, dilapidation and condition surveys, the standard of living currently provided is not fit for purpose. As a direct consequence of its condition, 7 of the 9 units have remained unoccupied since 2018.
- 3.13 The property is costing the Council £22,600 a year in council tax as well as additional expenditure to address issues such as fly tipping and site security.
- 3.14 With consideration of the Council policies and priorities the project vision has been to:
- Redevelop the existing site through the design and construction of a modern, safe, purpose built building which provides a flexible layout to accommodate the needs of a range of potential users.
 - Significantly improve the quality of the accommodation that the Council can provide to vulnerable and homeless people.
 - Increase the amount of accommodation to be provided and effectively managed
 - Have greener energy and healthy living at the design forefront.
 - Ensure due consideration is given to Climate Change and Biodiversity aspirations.

4. Project Development Update

This section provides details of the project development which has taken place since the project was presented to the West Devon Borough Council (WDBC) Hub Committee on Tuesday 20th October 2020 (Minute Reference HC29). Details of proceeding works activities can be found in Section 4 of the previous Hub report.

A: Planning

- 4.1 Formal Pre Application process commenced on 23rd July 2019 (2570/19/PRM)
- 4.2 Engagement in the pre application process has continued throughout the project development.
- 4.3 A copy of the Pre Application advice, as received on 12th May 2021, is included in **Appendix D** of this report.
- 4.4 From the advice it can be seen that:
 - The principle of demolition and reconstruction, with material salvage is considered acceptable.
 - Options concerning retention, refurbishment, adaption, total and partial demolition and materials reuse have been adequately explored and presented and the work undertaken to demonstrate compliance with the Heritage Hierarchy has satisfied planning and heritage specialists.
 - Positive responses have been received from stakeholders, highways and ecology.
 - Any outstanding comments are deemed either resolvable prior to planning or can be dealt with via an appropriate planning condition.
- 4.5 This advice further supports proceeding with the stated recommendations.

B: Design Development

- 4.6 Bailey Partnership's Scope of Services is to lead the design and take it through the following recognised Royal Institute of British Architects (RIBA) design stages:
 - Stage 1: Planning and Brief
 - Stage 2: Concept Design
 - Stage 3: Developed Design (including planning)
 - Stage 4: Technical Design (including procurement of main Contractor)
- 4.7 The recommendation to proceed with the preferred design which requires demolition of the existing building is made as it delivers

the highest quality homeless accommodation provision for the district.

- 4.8 The design development has been an iterative process with a number of different approaches and layouts evaluated. The current design represents the development option with the best outcome against the Council's Policies and Visions as well as the specific Objectives set by WDBC's housing team who will be responsible for managing and operating the new facility.
- 4.9 With consideration of the Council's Climate Change and Biodiversity Emergency the decision has been taken to adopt the principles of BREEAM. Refer to Section E of this section for further information.
- 4.10 Design development has progressed towards the completion of RIBA Stage 3, with the exception of the final planning submission which this report seeks approval for proceeding with.

C: Heritage

- 4.11 The existing property is not a designated heritage asset but is located within the Conservation Area and World Heritage Site.
- 4.12 A Heritage Statement and Options Development have been submitted and reviewed as part of the planning pre application, as acknowledged with the associated feedback (Appendix D).
- 4.13 The recommendation to demolish the existing is not to reduce construction costs but instead to enable WDBC to deliver a vital service to a standard which adequately considers the health and wellbeing and security of its ends users. These project outcomes cannot be delivered by the existing facility if remediation work only is undertaken.
- 4.14 Heritage consideration have remained at the design forefront. Proposals seek to sustain the local character without having an unacceptable detrimental impact on the Conservation Area and World Heritage Site.
- 4.15 The preferred design is considered to be in keeping with the local architecture and surroundings.
- 4.16 Any outstanding comments will be reviewed and addressed appropriately prior to planning submission.
- 4.17 Liaison with the Heritage officer will continue to take place as details are further developed.

D: BREEAM

- 4.18 BREEAM is the world's leading sustainability assessment method for master planning projects, infrastructure and buildings. It recognises and reflects the value in higher performing assets across the built environment lifecycle, from new construction to in-use and refurbishment.

- 4.19 BREEAM does this through third party certification of the assessment of an asset's environmental, social and economic sustainability performance, using standards developed by BREEAM.
- 4.20 The BREEAM process is being managed by a sustainability consultant who is an integral member of the project team. This enables WDBC to manage and mitigate risk through demonstrating sustainability performance during planning, design, construction, operation or refurbishment, helping to lower running costs, maximise returns through market value and attract and retain tenants with desirable places to live and work.
- 4.21 A copy of the current BREEAM credit tracker is included in **Appendix E** of this report.
- 4.22 The credit tracker provides an insight into the types of items which need to be addressed and the points that we have been advised are achievable for this type of scheme.
- 4.23 It can be seen that at present our aspiration is to try and obtain an "Excellent" rating which would be a great achievement.
- 4.24 This adoption of BREEAM will enable us to review its suitability and effectiveness throughout the project and enable lessons learned to be applied across the project delivery programme.

E: Consultation

- 4.25 The primary objectives of design development during RIBA Stages 1 (Planning and Brief) and 2 (Concept Design) has been to better understand the existing site and planning constraints. This has enabled the identification of a the preferred design solution which provides the best operational position, aligns with the Councils policies, vision and also satisfies the specific objectives of the housing team in terms of housing needs, asset management and operation.
- 4.26 General updates have been provided to Tavistock members, with a site visit also being undertaken in October 2019.
- 4.27 Since the last reporting period the design development has progressed in accordance with the recommendations made as part of the October 2020 Hub Committee report, namely proceeding without a formal public consultation through this part of project development.
- 4.28 However, as part of this design stage the project team has continued engagement with a number of the parties referenced within the October 2020 Hub Committee report, including:
- Planning Authority (pre application)
 - NHS Property Services (covenant beneficiary)
 - Devon County Council (highways)

- Homes England (surrounding any external funding opportunities)
- 4.29 Consultation with these parties has been crucial in being able to identify an operationally acceptable and viable scheme.
- 4.30 The planning process will provide an opportunity for the community and wider stakeholder groups to comment on the proposals.
- 4.31 Further consultation may include:
- Providing a further project update to Tavistock Town Council and other interested stakeholders
 - Delivering letters to the residential properties and businesses in the immediate vicinity advising them of the project and the proposed planning application date

G: Purchase of No.3 Spring Hill

- 4.32 On 2nd October 2020 the WDBC Invest To Earn Committee resolved to purchase No.3 Spring Hill for £157,000 plus costs.
- 4.33 No.3 Spring Hill forms part of the terrace of residential properties which extend up the western side of Spring Hill road and adjoins No.2 Spring Hill



- 4.34 The purchase was completed on 8th April 2021.

4.35 In both the short and long term the property will help to further deliver against the councils adopted Housing strategy. In future the Council can utilise this accommodation for people with a specific need or if required additional homeless provision.

H: Procurement

4.36 The next project stage will be identifying the most appropriate procurement strategy.

4.37 The preferred strategy, at this time, is to procure the works as a traditional construction tender rather than using an existing framework.

4.38 This approach acknowledges the level of design already undertaken by adopting the RIBA stages and the level of knowledge already acquired by the project team.

4.39 This approach would enable WDBC to retain the design risk pot and manage the contract accordingly.

4.40 To ensure design continuity, the proposal would be to retain the services of the current Principal Designer, subject to fee proposal.

4.41 This would consist of a two part process, firstly to consider quality elements to identify a suitable contractor shortlist, followed by a competitive cost tender process.

4.42 The quality assessment will take place in tandem with any planning submission.

4.43 The competitive cost tender will take place following receipt of a planning consent.

I: Construction Mitigation

4.44 It is envisaged, that any concerns raised during the planning consultation process are likely to focus upon heritage and construction disruption.

4.45 Whilst it is acknowledged the construction will result in some short term disruption, detailed discussions surrounding potential mitigation measures cannot take place until a contractor has been appointed.

4.46 Concerns around noise, dust and traffic management are often addressed through the planning process through a required Construction and Environmental Management Plan.

5. Preferred Design

- 5.1 A selection of plans and elevations are included in **Appendix C** of this report.
- 5.2 The preferred and recommended scheme, which remains subject to gaining planning consent, will comprise:
- Demolition of existing building to be rebuilt on a larger footprint.
 - Creation of 11 self contained apartments with a mix of range of 1 and 2 bedroom units to maximise flexibility.
 - a. 2 No.1 bedroom 1 person (36m²): In location of current Young Devon
 - b. 3 No. 1 bedroom 2/3 person (50m²): All contained within rear tenement.
 - c. 3 No. 2 bedroom 3 / 4 person units (65m²)
 - d. 3 No. 2 bedroom 4/5 person units (70m²)
 - Inclusion of a ground floor staff office and bin store to provide more effective management options.
 - Generation of a rear courtyard to provide safe outdoor space for residents.
- 5.3 All accommodation will meet the requirements of the nationally described space standards.
- 5.4 The preferred design option encompasses the needs of all three customer groups identified within the housing need analysis (Section 2).
- 5.5 The design specifically addresses the need for appropriate separation of household to minimise Anti-Social Behaviour and safeguarding concerns. By creating three distinct blocks, each with a separate entrance and accommodation type, it is possible to provide safe, secure accommodation which meets the needs of each customer group.
- 5.6 Improving the quality of our temporary accommodation provision will positively impact on health & wellbeing and demonstrates the commitment WDBC makes to this priority theme and to homeless people of the borough.
- 5.7 The facility will be managed and operated directly by WDBC's housing team.
- 5.8 Success will be measured by a reduction in Bed & Breakfast use, which is unlawful other than in an emergency for families for longer than 6 weeks.
- 5.9 Associated cost savings can be focused on homeless prevention work.

6. Project Finances and Programme

- 6.1 The project business case was presented at Hub Committee on 20th October 2020 (Minute Reference HC29).
- 6.2 The construction cost estimates, presented within Exempt Appendix B of the October 2020 Hub report, indicated that the existing approved expenditure is not sufficient to deliver the preferred option.
- 6.3 The construction costs estimates, as presented within Exempt Appendix B of the October 2020 Hub report, have not changed significantly.
- 6.4 Project expenditure of £139,873 has been spent to date. This expenditure has been funded by the S106 Affordable Housing Receipts and has comprised external consultancy support (Bailey Partnership) and site investigations to support the design development.
- 6.5 The project viability remains strong with project returns determined based upon consideration of the following elements:
 - **Income Rental West Devon Managed:** The housing benefit that we are able to claim is limited to the Local Housing Allowance Rates.
 - **Cost Avoidance:** The difference between the total payment the Local Authority must pay to the B&B provider and the maximum that can be reclaimed through the Local Housing Allowance Rate.
 - **Income Rental income leased properties (Young Devon units):** Three flats in Springhill are leased to Young Devon and it is envisaged this arrangement will be retained for any new facility.
- 6.6 As per the recommendations, it is proposed the business case is developed following the granting of planning consent, which remains subject to the normal planning process.
- 6.7 This project milestone will enable the construction estimates to be reviewed and a full business case developed, with consideration of:
 - Procurement strategy
 - Required external delivery support & internal project management resource.
 - Risk; to acknowledge any project abnormal's and provide the project team with the ability to appropriately manage the contract and to ultimately deliver the works on programme, construction price and expected quality.

- The challenging times that we are currently in, specifically surrounding BREXIT and COVID both of which are difficult to quantify at this time.
 - Financial strategy; with ongoing consideration of external funding opportunities and variations in the Public Work Loan Board rates (PWLB).
- 6.8 The full business case will be brought to both Hub Committee and Council for financial approval following receipt of tender submissions.
- 6.9 Development of a robust business case, brought for consideration at the most appropriate time, will help to increase cost certainty and therefore mitigate the risk of having to return to Hub and Council during the build for more money.
- 6.10 The key project milestones are as follows:

Milestone	Date
Hub Committee	8 th June 2021
Planning Application (Submission)	2 nd July 2021
WD DM Committee (Target)	12 th October 2021
Tender Issue	22 nd October 2022
Contract Award	7 th January 2022
Construction Period (Provisional)	15 – 18 months

- 6.11 An indicative project programme is included in **Appendix F** of this report.
- 6.12 It can be seen that this programme is based upon the planning application being submitted on 2nd July 2021 which is subject to Recommendation No.3 being agreed.

7. Options available and consideration of risk

7.1 With consideration of the information presented within this report and the options available to the Hub Committee are as follows:

Option 1: Do Not Proceed (NOT RECOMMENDED)

7.2 The decision could be taken by the Hub Committee not to support the submission of a full planning application.

7.3 This decision would need take into account the following:

- The significant work that has been undertaken over the last few years to try and identify the best option to address the housing needs.
- That the preferred design is deemed to represent the development option that will provide the best outcome against the Councils policies and visions and the specific objectives set by members in both the Housing Strategy and the Homeless Strategy.
- This option would leave the Council with the liability of a building that was not fit for purpose, with a restrictive covenant prohibiting alternative use and the requirement to use other less appropriate means of temporary accommodation for our homeless residents.

7.4 With the properties deemed unfit for purpose any alternative option will likely require significant investment and below standard accommodation provision.

Option 2: Proceed with Planning Application for Preferred Option (RECOMMENDED OPTION)

7.5 The decision could be taken by the Hub Committee to support the submission of a full planning application.

7.6 The recommendation remains to continue to aim to deliver the preferred option comprising the current building being demolished and replaced with a new building on a larger footprint.

8. Proposed Way Forward

- 8.1 Subject to Hub Committee support to the recommendations, the project delivery team will proceed with the detailed design, submission of necessary planning application and preparation of tender documents.
- 8.2 Further to satisfactory completion of these activities, the full business case will be brought to both Hub Committee and Council for financial approval following receipt of tender submissions. This will detail project viability and confirmed borrowing mechanisms.

9. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	Whilst not a direct impact of this report the project as a whole will support the Council's statutory duty to provide temporary accommodation under the Housing Act 1996 to households who are, or are at risk of becoming homeless.
Financial implications to include reference to value for money	Y	<p>The project business case was presented at Hub Committee on 20th October 2020 (Minute Reference HC29).</p> <p>Project expenditure of £139,873 has been spent to date. This expenditure has been funded by the S106 Affordable Housing and has comprised external consultancy support (Bailey Partnership) and site investigations to support the design development.</p> <p>The full business case will be brought to both Hub Committee and Council for financial approval following receipt of tender submissions.</p>
Risk	Y	Risks continue to be managed as part of ongoing Project Management role
Supporting Corporate Strategy	Y	Homes and Wellbeing Themes
Climate Change - Carbon / Biodiversity Impact	Y	The project vision includes requirement to have energy and healthy living at the design forefront and to address the Climate Change and Biodiversity aspirations.
Comprehensive Impact Assessment Implications		
Equality and Diversity	Y	<p>Improving the quality of our temporary accommodation provision will positively impact on health & wellbeing and demonstrates the commitment WDBC makes to this priority theme and to homeless people of the borough.</p> <p>It is also envisaged that better quality accommodation will result in less anti-social behaviour and the energy efficiency of the new</p>
Safeguarding	Y	
Community Safety, Crime and Disorder	Y	
Health, Safety and Wellbeing	Y	

		provision will also contribute to health and wellbeing.
Other implications	N	N/A

Supporting Information

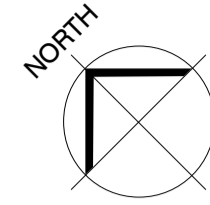
Appendices:

- Appendix A** – Site Location Plan
- Appendix B** – Title plan and register
- Appendix C** – Preferred Scheme Plans and Elevations
- Appendix D** – Planning Pre Application Advice
- Appendix E** – BREEAM Credit Tracker
- Appendix F** – Project Programme

Background Papers:

January 2019 Hub Report

October 2020 Hub Report



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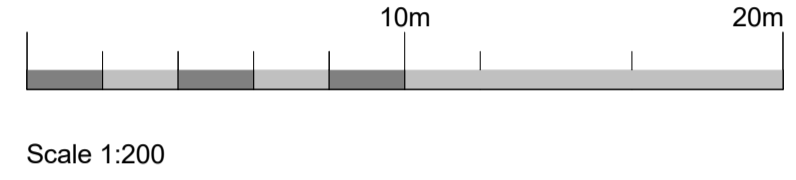
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Client
West Devon Borough Council

Project
Spring Hill Tavistock

Drawing Title
Site Plan as Existing

Purpose of Issue		Status
For Information		S2
Project No. 31470	Scale 1 : 200	Date June 20
Revision P05	Drawn KC	Checked PE
		Approved PE

A1 Drawing Identifier
Project Origin Zone Level Type Role Class Number
SHT BPC XXGF DR A 0201
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1 Site Plan - Existing

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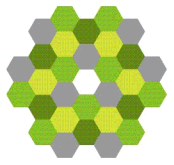
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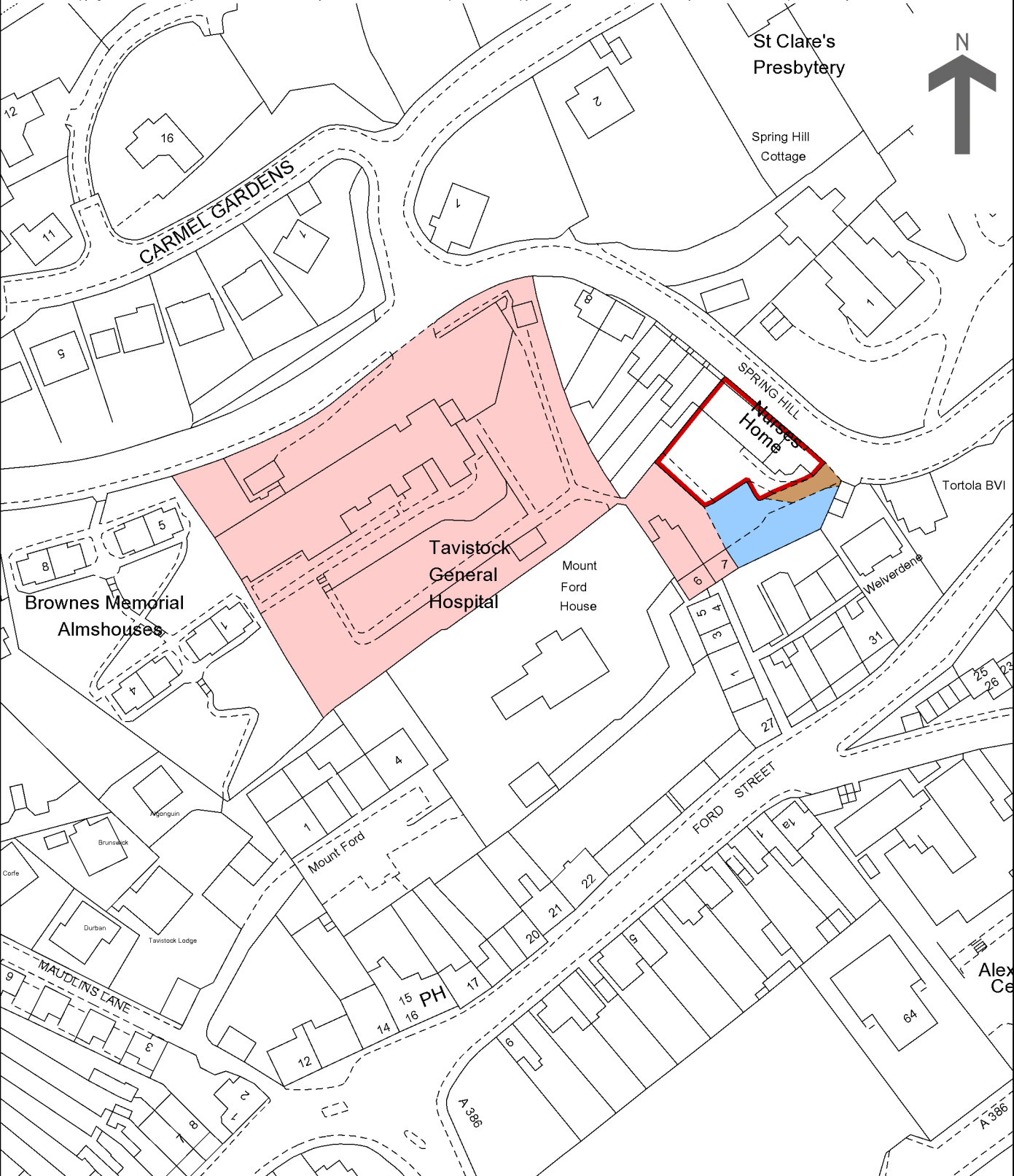
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Ordnance Survey map reference **SX4774SE**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Devon : West Devon**



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Official copy of register of title

Title number DN706203

Edition date 23.11.2018

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The date at the beginning of an entry is the date on which the entry was made in the register.

Issued on 13 Feb 2019.

Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.

This title is dealt with by HM Land Registry, Plymouth Office.

A: Property Register

This register describes the land and estate comprised in the title.

DEVON : WEST DEVON

1 (23.11.2018) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being 1 and 2 Springhill, Tavistock (PL19 8LB).

2 (23.11.2018) The land has the benefit of the following rights granted by but is subject to the following rights reserved by the Conveyance dated 25 March 1988 referred to in the Charges Register:-

"TOGETHER WITH the right for the Purchaser and its successors in Title owners or occupiers for the time being of the property herebefore described and their undertenants servants and invitees in common with all other persons for the time being having a like right at all times by day or night to pass and repass with or without motor vehicles to or from the property hereby conveyed from or to the public highway known as Springhill Road over and along the roadway coloured brown on the plan annexed hereto and for all purposes connected with the use and enjoyment of the property hereby conveyed but not for any other purpose EXCEPT AND RESERVING unto the Vendor for the benefit of the Vendor's adjoining land shown edged yellow on the plan annexed hereto (hereinafter referred to as "the adjoining land") and each and every part and for the benefit of the Vendors retained land shown edged green on the plan annexed hereto (hereinafter referred to as "the retained land") and each and every part thereof

(a) the right to use for all purposes connected with the retained land or adjoining land any sewers drains watercourses pipes cables wires or other channels or conductors now laid in under or over the property hereby conveyed with power at any time to enter thereupon for the purpose of repairing renewing maintaining inspecting or cleansing the same (the Vendor and his successors in Title paying a fair proportion of the costs of maintaining any such as may be used in common)

(b) all rights of drainage light water air and all liberties and privileges and advantages now used or enjoyed therewith by the retained land or adjoining land (whether as quasi-easements or otherwise and whether or not continuous apparent or reasonably necessary)".

NOTE 1:-The roadway coloured brown on the plan to the said Conveyance is tinted brown on the title plan.

A: Property Register continued

NOTE 2:-The Vendors retained land edged yellow and green on the plan to the said conveyance is tinted pink and tinted blue on the title plan respectively.

- 3 (23.11.2018) The Conveyance dated 25 March 1988 referred to in the Charges Register contains the following provision:-

"IT IS FURTHER HEREBY AGREED AND DECLARED between the parties hereto that there are excepted from this Conveyance the benefit of all covenants and stipulations imposed by the Vendor on any past sale of any land and premises for the benefit of the property hereby conveyed and any other land and premises then retained by the Vendor or any part thereof

5. IT IS FURTHER HEREBY AND DECLARED that there is not included in the Conveyance any easements of way light or air which would or might interfere with or restrict the free use of the retained land or adjoining land for building or for any other purpose"

B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Title absolute

- 1 (23.11.2018) PROPRIETOR: WEST DEVON BOROUGH COUNCIL of Kilworthy Park, Drake Road, Tavistock PL19 0BZ.
- 2 (23.11.2018) The value stated as at 23 November 2018 was less than £10,000.

C: Charges Register

This register contains any charges and other matters that affect the land.

- 1 (23.11.2018) A Conveyance of the land in the land in this title dated 25 March 1988 made between (1) The Secretary of State for Social Services (Vendor) and (2) West Devon Borough Council (Purchaser) contains the following covenants:-

"The Purchaser hereby covenants with the Vendor to the intent that the burden of such covenants may run with and bind the property hereby conveyed and every part thereof and that the benefit of such covenants may be annexed to and run with the retained land and adjoining land and every part thereof to observe and perform the following stipulations:-

(a) not without the previous written consent of the Vendor or his successors in Title the owners for the time being of the retained land or adjoining land to erect or allow to be erected on the property hereby conveyed any building or buildings or other structures apart from those intended to be used as residential accommodation for homeless persons in accordance with the plans previously approved in writing by the Vendor

(b) not to do or allow to be done on the property hereby conveyed anything which may be or grow to be a nuisance or annoyance to the Vendor or his successors in title owners for the time being of the retained land or adjoining land

(c) not to make any objections or representations to any statutory authority concerning or in relation to any proposals of the Vendor or his successors in title of the retained land or adjoining land to build upon redevelop or change the use of the retaining land or adjoining land or any part or parts thereof

(d) to pay to the Vendor or his successors in title on demand a sum equal to one half of all payments costs and expenses incurred by the Vendor or his successors in title of maintaining the roadway coloured

C: Charges Register continued

brown on the plan annexed hereto and not at any time to park any vehicle or obstruct in any manner the said roadway

(e) not to use or allow to be used any buildings erected on the property for any purpose other than as accommodation for homeless persons comprising no more than fifteen accommodation units in total".

NOTE:-The Vendors retained land referred to is tinted pink and tinted blue on the title plan.

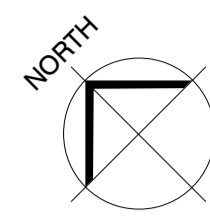
- 2 (23.11.2018) The land is subject to the lease set out in the schedule of leases hereto.

Schedule of notices of leases

1	23.11.2018	1 and 2 Springhill	14.08.2001	DN504103
			136 years from	
			10 February	
			1989	

NOTE: The lease dated 10 February 1989 referred to above was formerly registered under title DN260682

End of register



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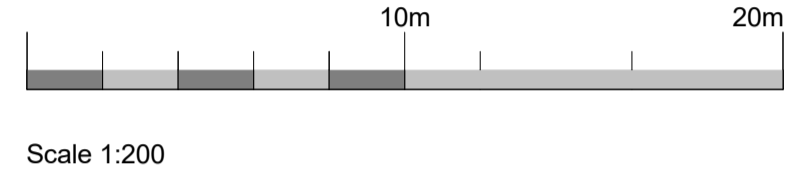
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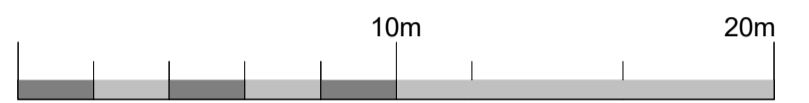
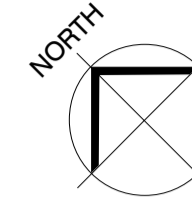
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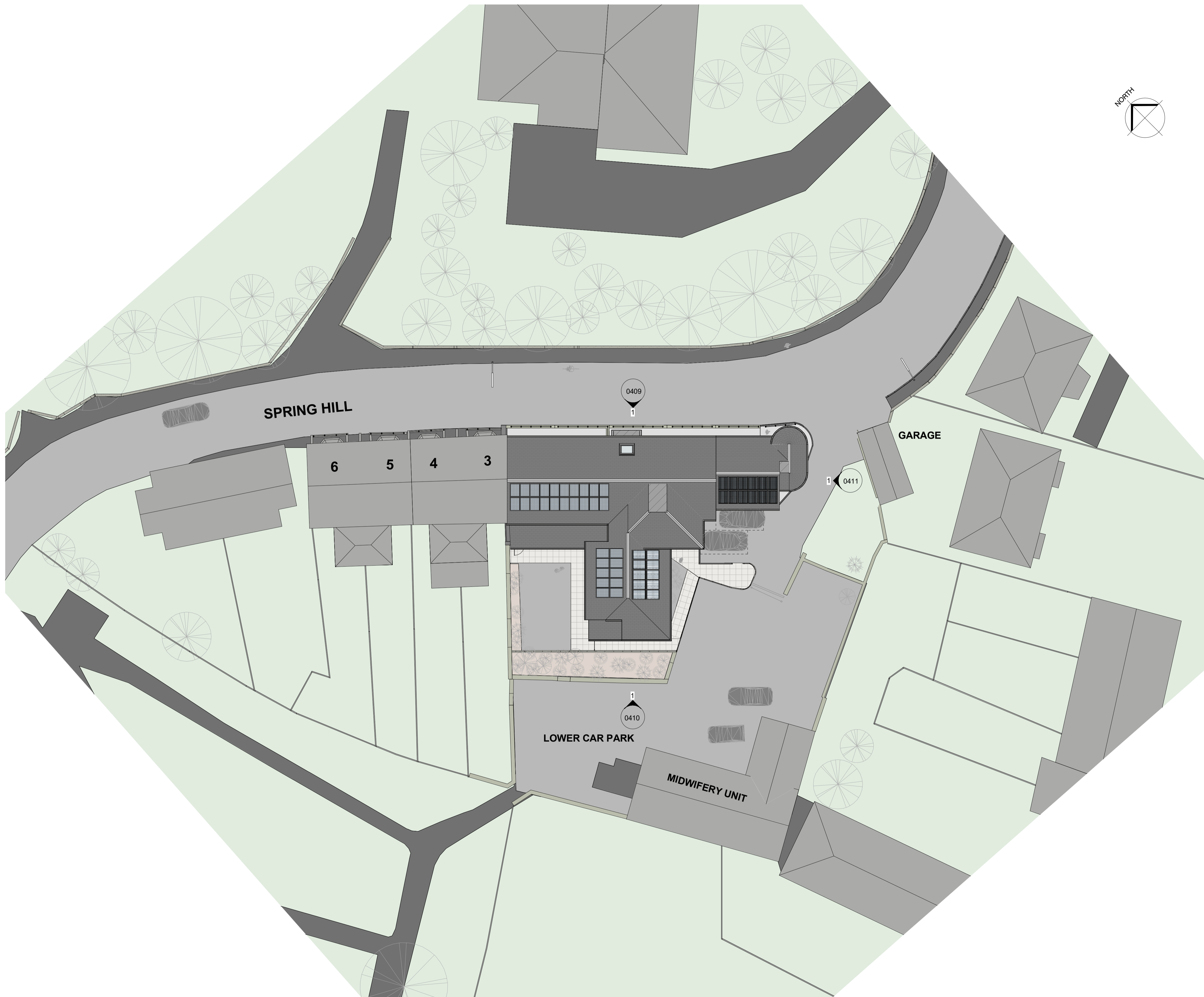
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Scale 1:200



Rev	Description	By / Chk'd / App'd	Date
P05	Pre Application Issue	KC/PE/PE	10/03/21
P04	General Update to Draft Planning Package	KC/PE/PE	07/12/20
P03	General Graphic Update	KC/PE/PE	26/11/20
P02	WIP - Draft Planning Package	KC/PE/PE	19/10/20
P01	Initial Issue	KC/PE/PE	09/10/20



Client
West Devon Borough Council

Project
Spring Hill Tavistock

Drawing Title
Site Plan as Proposed

Purpose of Issue		Status
For Information		S2
Project No.	Scale	Date
31470	1 : 200	Sept 20
Revision	Drawn	Checked
P05	KC	PE
		Approved
		PE

A1 Drawing Identifier

Project Origin Zone Level Type Role Class Number
SHT BPC XXXX DR A 0204

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1 | Enscape - Section Box - Front

Rev	Description	By / Chk'd / App'd	Date
P04	Pre Application Issue	KC/PE/PE	10/03/21
P03	General Update to Draft Planning Package	KC/PE/PE	07/12/20
P02	General Graphic Update	KC/PE/PE	26/11/20
P01	WIP - Draft Planning Package	KC/PE/PE	19/10/20



Client
West Devon Borough Council

Project
Spring Hill Tavistock

Drawing Title
Renders - Proposed - Front

Purpose of Issue		Status
For Information		S2
Project No.	Scale	Date
31470	N/A	Dec 20
Revision	Drawn	Checked
P04	KC	PE
		Approved
		PE

A1 Drawing Identifier ISO 19650

Project Origin Zone Level Type Role Class Number
SHT BPC XXXX DR A 0911
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P04	Pre Application Issue	KC/PE/PE	10/03/21
P03	General Update to Draft Planning Package	KC/PE/PE	07/12/20
P02	General Graphic Update	KC/PE/PE	26/11/20
P01	WIP - Draft Planning Package	KC/PE/PE	19/10/20
Rev	Description	/ By / Chk'd / App'd	Date



Client
West Devon Borough Council

Project
Spring Hill Tavistock

Drawing Title
Renders - Proposed - Rear Extension

Purpose of Issue		Status
For Information		S2
Project No.	Scale	Date
31470	N/A	11/20/20
Revision	Drawn	Checked
P04	KC	PE
		Approved
		PE

A1 Drawing Identifier ISO 19650

Project Origin Zone Level Type Role Class Number
SHT BPC XXXX DR A 0916
www.baileypartnership.co.uk

1 | Enscape - Rear - Extension



Direct telephone: 01822 813735
E-Mail: anna.henderson-smith@swdevon.gov.uk

Mr Louis Dulling
Bailey Partnership

Our ref: 2570/19/PRM
10 May 2021

Dear Mr Dulling

Reference number: 2570/19/PRM

Proposal: Proposed demolition of 1&2 Springhill and development of accommodation supporting homeless persons

Location: 1 &2 Springhill, Tavistock

Proposal

The demolition of the existing building at Springhill, currently 9 self-contained flats for those in housing need. No 1 Spring Hill (end-terrace) is divided into three one-bedroom flats. No 2 Spring Hill (terrace) is divided into two two-bedroom flats and four one-bedroom flats. There is parking for approximately 6 cars within a rear courtyard. The proposal is to re-develop this site to provide new accommodation similarly for those in housing need comprising Creation of 11 self-contained apartments with a mix of 1 and 2 bedroom units:

2 No.1 bed 1 person (36sqm)

3 No. 1 bed 2/3 person (50Sq)

3 No. 2 bed 3 / 4 person units

3 No. 2 bed 4/5 person units

Inclusion of a ground floor staff office and bin store

Rear courtyard to provide outdoor space for residents and 2 parking spaces

Designations/constraints

World Heritage Site

Tavistock Conservation Area

Grade II listed buildings immediately opposite the site

Plymouth SAC 12.3km buffer to the Tamar Valley European Marine Site

Planning policy

Section 70 of the 1990 Town and Country Planning Act requires that regard be had to the development plan, any local finance and any other material considerations. Section 38(6) of the 2004 Planning and Compensation Act requires that applications are to be determined in accordance with the development plan unless material considerations indicate otherwise. For the purposes of decision making, as of March 26th 2019, the development plan for Plymouth City Council, South Hams District Council and West Devon Borough Council (other than parts South Hams and West Devon within Dartmoor National Park) comprises the Plymouth & South West Devon Joint Local Plan 2014 - 2034.

The relevant development plan policies are set out below:

The Plymouth & South West Devon Joint Local Plan was adopted by South Hams District Council on March 21st 2019 and West Devon Borough Council on March 26th 2019.

SPT1 Delivering sustainable development
SPT2 Sustainable linked neighbourhoods and sustainable rural communities
SPT3 Provision for new homes
SPT11 Strategic approach to the Historic environment
SPT12 Strategic approach to the natural environment
SPT14 European Protected Sites – mitigation of recreational impacts from development
TTV1 Prioritising growth through a hierarchy of sustainable settlements
TTV2 Delivering sustainable development in the Thriving Towns and Villages Policy Area
TTV3 Strategic infrastructure measures for the Main Towns
DEV1 Protecting health and amenity
DEV2 Air, water, soil, noise, land and light
DEV8 Meeting local housing need in the Thriving Towns and Villages Policy Area
DEV9 Meeting local housing need in the Plan Area
DEV10 Delivering high quality housing
DEV20 Place shaping and the quality of the built environment
DEV21 Development affecting the historic environment
DEV22 Cornwall and West Devon Mining Landscape World Heritage Site
DEV23 Landscape character
DEV26 Protecting and enhancing biodiversity and geological conservation
DEV29 Specific provisions relating to transport
DEV30 Meeting the community infrastructure needs of new homes
DEV31 Waste management
DEV32 Delivering low carbon development
DEV33 Renewable and low carbon energy (including heat)
DEL1 Approach to development delivery and viability, planning obligations and the Community Infrastructure Levy

Other material considerations include the policies of the National Planning Policy Framework (NPPF) and guidance in Planning Practice Guidance (PPG). Additionally, the following planning documents are also material considerations in the determination of the application:

JLP Supplementary Planning Document

Neighbourhood plan – no Neighbourhood Plan for Tavistock as yet

Principle of development

The spatial priorities for Tavistock are set out in the JLP, under SP2 in particular in this case the requirements under points 4 and 8 to :-

- have a good balance of housing types and tenures to support a range of household sizes, ages and incomes to meet identified housing needs
- have services and facilities that promote equality and inclusion and that provide for all sectors of the local population

The proposed development can be supported in principle under JLP policies SPT1 and SPT2, TTV1, TTV2, DEV8 and DEV9. The site is sustainably located within Tavistock town and is not a greenfield site but is previously developed land. Combined with this spatial aspect, the proposal is for specific accommodation for those in housing need, a housing type of very limited provision in the Borough and for which there is a need and would add to the provision of mixed communities, access to facilities for all and the promotion of inclusion and equality. As such then the principle of this planning use in this location is accepted and is supported by policy and both JLP policy and Affordable Housing Specialists of the Council are in support of the principle of this proposal

Design and Heritage

Main policies for heritage DEV21 and DEV 22 and for design are DEV10 and DEV20

Throughout the course of this pre-application discussion detailed feedback has been provided by both planning and heritage specialists in relation to heritage and design.

The principle issue was that of demolition of the existing building which is not listed but is of historic interest and is a heritage asset. It makes a positive contribution to the Conservation Area but the recent Conservation Area Management Plan also acknowledges a sensitive redevelopment could also contribute. Planning and Heritage Specialists initially raised concerns about the premise of total demolition of the building, as did DCC Archaeology on the reading of the first edition of the Heritage Statement provided. Following this additional heritage work was undertaken by yourselves and the Developer Option Appraisal was also submitted to officers in December. This concluded and promoted that a total rebuild salvaging existing materials was the preferred option. This additional work and analysis has satisfied the planning and heritage specialists that from a heritage aspect the options regarding retention and refurbishment/adaption, total and partial demolition and materials re-use have been adequately explored and presented.

Following this the second issue to address is that of the subsequent replacement building and its site alterations. Following initial detailed feedback from heritage and planning specialists (provided previously under earlier separate cover) the most recent iteration of the design has taken on board the majority of the points raised by officers and reflect the input provided well for the most part. The Heritage Specialist comments which remain outstanding on the most recently presented design at this time are all surmountable in officer opinion but are as follows (Heritage Specialist email 22/4 and snip images sent in full under separate cover):

- *The road frontage is improved with the continuous eaves line and is now a good echo of the existing which I'm sure many locals will appreciate.*

- *The split treatment of the rear wing elevation is rather eccentric on its own so I'm not sure why attention is drawn to it further by changing materials and window sizes between the two halves as well? This is very visible from Callington Road and I would favour a simpler, less contrived treatment without the cut-away, which would also be cheaper to build and give additional space.*
- *The imitation of the diamond pattern slate hanging on the front elevation is an understandable repetition of existing but I see no point of doing the same on the rear wing. This is a quirky feature that is a small element of the existing building and not at all typical of Tavistock. It seems a pointless addition of cost in time and materials to cut so much slate into diamond form and the extra lap needed for this is also extra waste of a primary material. Good ordinary slate hanging applied using nails and hung in reverse, as is traditional, would be absolutely fine. (see snip attached to email)*
- *My previous comments about the solid stair at the lower end remain. The existing bay windows are a feature that takes advantage of the sunny aspect and view. The DAS says, 'The client has an in principal objective to provide a low carbon solution. Natural light and solar gain will be incorporated into the conceptual design not only to improve the occupants comfort but also to reduce energy costs. In order to maximise the benefits of natural daylight the proposal will [be] positioned in alignment with the path of sun.' This is not being done and may be an opportunity missed? The positioning of a blank wall at the focal point of the sight line coming up from West St may draw criticism? (see pic attached to email) The cantilever over that entrance will add interest if detailed well. Can the feature window on the NE be duplicated on both aspects or some other relief brought in? Perhaps windows to the landings to allow enjoyment of the views?*
- *Solar PV is fine so long as it is integrated into the roof slopes.*
- *Details of how material will be reclaimed and used will be needed. The southern building incorporates some nice dressed Bath stone that should be used as well as the rubble stone.*
- *As usual material details, fenestration, eaves, r/w goods etc all need to be detailed and the sooner the better.*
- *The roadside railings and entrance canopy need to be demonstrably positive features. The rails in particular could be said to lack local distinctiveness.*

These comments are very pertinent, in particular the lack of need for the step in the roof and rear wall on the projection, and the lost opportunity of the lack of glazing interest in the end elevation containing the rounded stairwell - this is the loss of a feature in terms of the existing external end bay, plus this interesting and potentially well-lit internal space seems a little underexploited as only a stairwell.

With regards to the materials finish, the view from the west approach is quite exposed and prominent and at present the proposed elevation reads almost as 3 vertical panels of differing material – reused stone to the front façade (which is laudable and very appropriate here) then a strip of render building, and then a strip of slate hanging. A section of the stone has been carried on a little way around but it is advised that the stone facing be used in some or all of the sections highlighted yellow below in order to tie the front façade into the depth of the building, presenting a more cohesive pallet of materials throughout and avoiding the stone presenting as just a superficial 'skin':



The inclusion of the solar PV is welcomed, DEV32 applies here in terms of delivering a low carbon development. One of the main benefits of the complete loss of the building is the opportunity to significantly upgrade its build standard, thermal performance and exploitation of renewable energy. It has a South facing roof and this has been well utilised here and will aid in meeting DEV32 criteria.

Landscape

Main policy DEV23

The Council's landscape specialist has not been consulted up to this point as the landscaping shown is indicative at this stage, and the finer detail of this could be dealt with via condition if the application is approved, however it would be beneficial for this to be considered prior to submission even just in the round as although there is little opportunity for hard and soft landscaping of the site, this essentially makes exploiting the opportunity all the more crucial. For example the material for the drive combined with the boundary and retaining walling and planter to the south should be carefully considered as it is visible from the south and when travelling west along the road. I would advise local stone facing, possibly reused from site, wherever possible. The raised planter at the rear will be crucial in adding some appropriate trees and green amenity to the site for residents and softening the views from the south.

We are happy to consider a more detailed landscape scheme prior to submission to consult the Council's Landscape Specialist for advice and feedback if you wish.

Amenity

Policy DEV1

The proposal introduces a rear wing with residential windows therefore being closer to the Southern boundary than at present and introducing a large number of windows onto the western elevation of the rear wing facing the neighbouring properties and gardens to the west. There is a degree of physical separation by distance to these and to the properties and gardens to the south, and the levels differ greatly with the application property placed much higher than those around it resulting in the potential for window views to look straight over the top of, rather than down into, properties, however this distance of separation and angles of views will need to be demonstrated and considered in a submission and

depending upon the result of this some windows may need to be partially obscurely glazed to limit overlooking , particularly from room frequented all day such as living areas.

Highways and Parking

Policy DEV29

There has been constructive and continual input from DCC Highways which has resulted in the setting back of the replacement building which is considered beneficial in resident amenity and highway safety aspects. Previous comments from DCC Highways have been provided to you and I understand some have also been provided direct to the applicant form DCC.

Apart from the principle of the setting back of the replacement building, the car parking requirement has also been discussed with DCC Highways and the planning specialist and we are satisfied that, despite the guidance of the SPD with regards to parking requirements for various uses, that the level provided in this location, given the use and likely car ownership/staffing levels are acceptable on balance, particularly given the site's sustainable location and connectivity to the town and onward public transport.

The most recent layout and design provided to DCC resulted in the following advice/comments:

'Only comment at this stage is that I note that the plan SHT BPC XXGF DR A 0351 shows two spaces at the 'rear' of the building. They appear to lack the minimum 6.8 metre clearance behind them to enable drivers to manoeuvre and satisfactorily turn to enter the road in forward gear. The presence of a wall adjacent to one of the spaces would also mean that one should be widened to 3 metres minimum to enable door opening too.'

Cycle storage will be required on site in line with the SPD and at least one parking space should have an electric vehicle charging point.

Drainage/Flood Risk

Policy DEV35

The site is not within a critical drainage area nor a floodzone (2 or 3) as such I do not anticipate any issues in this regard, however due to the increase in number of units, on the assumption that the surface water from the site currently goes to the combined sewer you will need to seek confirmation from SWW that they are still happy to accommodate this (although the building is increasing in size it is only taking up currently impermeable area so I anticipate no likely issues here). As the number of units and thus bathrooms and toilets is increasing you will also need confirmation from them please that they can accommodate this additional foul flow. This information will need to be submitted with the application.

Ecology

Policy DEV26

The most recent submission is much improved re ecology and has been worked up in conjunction with the previous comments from the biodiversity specialist and with input of your own ecological consultant. WDBC have now outsourced our ecological consultations

to DCC Ecology, they have been briefed on the scheme and our previous comments and they have replied to the consultation on the most recently submitted plans with the following observations:

'The Ecology Assessment (First Ecology, December 2020) has been provided and the survey methods, presentation of results and recommendations are satisfactory.

The bat dusk emergence and re-entry surveys confirmed the presence of a day and hibernation (unconfirmed) roost within the building each used by a maximum of two common pipistrelle and one soprano pipistrelle bats, with a common pipistrelle day and hibernation (unconfirmed) roost used by one individual identified within the attached building to the northwest of 1-2 Spring Hill.

The proposed works would result in the loss of a roost and therefore a European Protected Species Licence (EPSL) will need to be obtained from Natural England prior to the commencement of works. It is my opinion that the detailed mitigation measures included in the Ecology Assessment satisfy the third test of the Habitats Regulations, and that Natural England will grant a licence.

Just the one query - I note that some areas of the roof will be lined with bitumen roofing felt and other areas with breathable roofing membrane. Paragraph 4.1.10 states that 'counter-battening' will be deployed to prevent bats accessing areas lined with breathable roofing felt. Please can the consultant ecologist provide more information on how this 'counter-battening' will work in practice and will prevent bats from coming into contact with the breathable roofing membrane?'

I would advise that the above are considered and addressed prior to any formal planning submission,

In addition to the above, the site falls within the Zone of Influence for new residents to have a recreational impact on the Tamar European Marine Site (comprising the Plymouth Sound and Estuaries SAC and Tamar Estuaries Complex SPA). This Zone of Influence has recently been updated as part of the evidence base gathering and Duty to Cooperate relating to the Joint Local Plan. A scheme to secure mitigation of the additional recreational pressures upon the Tamar European Marine Site can be appropriately secured by condition, and this approach has been agreed by Natural England. Usually any net gain in residential units would be required to provide a payment towards the management of this designated site in order to offset this identified recreational impact. Standard Affordable housing is required to contribute. It is acknowledged that this proposal is not standard affordable housing and is somewhat unique in its restricted occupation. As such at present for consistency I am consulting with PCC to see whether they have collected such monies on any similar schemes they have (as they too are within this ZOI) and it may be that unless such a contribution is actually proven to be unviable to provide, that Cllrs have to make a decision on whether it is reasonable and necessary to require such monies in this instance. Should the contribution be required the amounts at present are £236.62 for a one bed flat and £330.92 for a 2 bed flat.

In line with JLP Policy DEV26, development is expected to protect and enhance biodiversity. The SPD requires major developments to provide a 10% Biodiversity Net Gain; the DEFRA matrix will be needed to accompany any application submission. It is acknowledged that ownership control and opportunity on this site are limited, however any enhancements possible should be built into the site, the building and its landscaping

scheme, both for ecological purposes but also due to the wellbeing benefits for residents of such incorporation of nature into the scheme and site.

Contaminated Land/Ground Investigations

Policy DEV2

I have not sought input from the Environmental Health team as there has been no submission of a contaminated land statement, but do not anticipate there would be any significant issues as the use proposed is no more vulnerable than that on site at present; a contaminated land assessment would be required to accompany any application, along with any remediation deemed necessary.

S106 contributions.

Policy DEL1 and the SPD and evidence base on developer contributions

The threshold for financial contributions to be made towards Open Space Sport and Recreation (OSSR) and Education monies is usually any scheme above 5 or 10 units. This is for 11 but I appreciate the net gain is only 2. I am contacting DCC and our OSSR team to discuss whether such contributions would be required given the low net increase of only 2 and given the occupancy restriction. I will update you as soon as they reply.

As discussed under ecology above, there may be a requirement to make the payment towards the TVEMS ZOI - 1 bed £236.62 and 2 bed flat £330.92.

If contributions are required and you consider that these can not be afforded by the development due to financial viability reasons, then this should be demonstrated through the submission of a viability appraisal and we will consider this as part of the submission and any external viability consultant input required to assess this will need to be funded by yourselves as developer.

Conclusion:

Overall the principle of this redevelopment in terms of the proposed use and the demolition, materials salvage and re-use and rebuild is considered acceptable. There remain some details regarding amenity, design, parking and landscape to overcome, however these are the finer details which should be addressed proper to submission but which do not go to the principle of the scheme.

Uncertainty re potential need for a financial viability report and contributions remains and you will be updated on this as soon as responses from consultees are received.

Validation requirements:

Should any future application be submitted it would need to include the following supporting information at validation stage:

- Location plan at 1:1250 or 1:2500 all elements of the scheme including any public/biodiversity enhancements, drainage, new pedestrian access to the public highway must be included within the redline site boundary. Any other land owned or controlled by

the applicant must be outlined in blue. All plans must have a scale bar and should not be annotated "do not scale"

- Site plan 1:500
- Detailed elevations and floor plans
- Planning Statement, to include policy analysis and information to satisfy SPD, to include DEV32 carbon reduction, EVCPs, cycle parking
- Drainage information
- Ecology reports and mitigation, DEFRA matrix for net gain - Community consultation results
- Landscaping scheme,
- Contaminated land statement
- S106 Heads of Terms if required

Please be aware these comments are made without prejudice to any future decision made by the local planning authority, and do not bind or fetter any future decision. If you wish to submit further plans for comments prior to submitting a planning application this will require an additional fee as per our charging schedule.

(<https://www.southhams.gov.uk/article/3225/Pre-Application-Service>)

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Eco Doodle

Springhill Tavistock

BREEAM Credit Tracker

Design Stage

04 Feb 2021

Eco Doodle

Yeovil Innovation Centre
Barracks Close
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Introduction

This report is intended as a summary of progress against the targeted credits for the following assessment:

Project Name	Springhill Tavistock
Version	BREEAM 2018 NC
Assessment stage	Design Stage
Lead Consultant	Sara Mairs
Targeted Score	73.85 %
Target Rating	Excellent (70%)
Current Score	8.76 %
Current Rating	Unclassified
Downloaded By	Sara Mairs
Download Date	04/02/21
Download Time	17:32:39 (GMT)

Within the report the progress against each credit will be marked as follows:

Red	Not yet started	No information received
Amber	Ongoing	Partial information received OR full credits no longer achievable.
Green	Achieved	All required information received and credit awarded.
Grey	Not targeted	Not targeted.

Minimum Standards

In addition performance against the minimum standards (required for the specified target rating) is summarised below;

Issue	Awarded	Maximum Rating	Met
Man 03 - Responsible construction practices	0	Very Good	✗
Man 04 - Commissioning and handover	0	Good	✗
Man 04 - Commissioning and handover	0	Good	✗
Man 05 - Aftercare	0	Very Good	✗
Ene 01 - Reduction of energy use and carbon emissions	0	Very Good	✗
Ene 02 - Energy monitoring	0	Good	✗
Wat 01 - Water consumption	0	Pass	✗
Wat 02 - Water monitoring	0	Pass	✗
Mat 03 - Responsible sourcing of construction products	0	Unclassified	✗
Wst 01 - Construction waste management	0	Excellent	✓
Wst 03 - Operational waste	0	Very Good	✗

If the required minimum standards are not met then the target rating will not be achieved regardless of overall score.

The following is a list of all credits available for this project, along with the following:

Awarded	Credits which have been achieved.
Targeted	Credits which the project is expected to achieve.
Potential	Credits which could be achieved with some addition.

Credit Progress Log

Management							
Man 01 - Project brief and design							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Project delivery planning	1	0	1	1		Client, Architect, Project Manager: RIBA Stage 2
Credit 2 ●	Stakeholder consultation (interested parties)	1	0	1	1		Client, Architect, Project Manager: RIBA Stage 2
Credit 3 ●	BREEAM AP (concept design)	1	0	1	1		BREEAM AP: RIBA Stage 2
Credit 4 ●	BREEAM AP (developed design)	1	0	1	1		BREEAM AP
Man 02 - Life cycle cost and service planning							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Elemental LCC	2	0	2	2		QS or LCA/ LCC Consultant: RIBA Stage 2
Credit 2 ●	Component level LCC options appraisal	1	0	1	1		QS or LCA/ LCC Consultant: RIBA Stage 4
Credit 3 ●	Capital cost reporting	1	0	1	1		QS (or LCA/ LCC Consultant)
Man 03 - Responsible construction practices							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req 1 ●	Prerequisite - Legally harvested and traded timber		✘	✔	✔		Contractor
Credit 1 ●	Environmental management	1	0	1	1		Contractor
Credit 2 ●	BREEAM AP (site)	1	0	1	1		BREEAM AP
Credit 3 ●	Responsible construction management	2	0	2	2		Contractor

Credit 4 ●	Monitoring of construction site impacts	2	0	2	2		Contractor
Credit e1 ●	Responsible construction management	1	0	1	1		Contractor
Man 04 - Commissioning and handover							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite (Very Good to Outstanding)		✘	✔	✔		Contractor & MEP input
Credit 1 ●	Commissioning - testing schedule and responsibilities	1	0	1	1		Contractor & MEP input
Credit 2 ●	Commissioning - design and preparation	1	0	1	1		Contractor & MEP input
Credit 3 ●	Testing and inspecting building fabric	1	0	1	1		Contractor
Credit 4 ●	Handover	1	0	1	1		Contractor & MEP input
Man 05 - Aftercare							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Aftercare support	1	0	1	1		Client & Contractor
Credit 2 ●	Commissioning - implementation	1	0	1	1		MEP input
Credit 3 ●	Post occupancy evaluation (POE)	1	0	1	1		Client
		21	0	21	21	Standard Management Credit Total	
		1	0	1	1	Exemplary Management Credit Total	
		11.44	0	11.44	11.44	% Management Total (Standard + Exemplary)	
Health & Wellbeing							
Hea 01 - Visual comfort							

	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Control of glare from sunlight	1	0	1	1		Architect & MEP input
Credit 2 ●	Daylighting (building type dependent)	2	0	0	0		
Credit 3 ●	View out	1	0	1	1		Architect
Credit 4 ●	Internal and external lighting levels, zoning and control	1	0	1	1		MEP
Credit e1 ●	Daylighting (building type dependent)	1	0	0	0		MEP
Credit e2 ●	Internal and external lighting levels, zoning and control	1	0	1	1		MEP
Hea 02 - Indoor air quality							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite - Indoor air quality (IAQ) plan		✘	✔	✔		IAQP Specialist or MEP
Credit 1 ●	Ventilation	1	0	0	0		MEP
Credit 2 ●	Emissions from building products	2	0	1	2		Architect & Contractor
Credit 3 ●	Post-construction indoor air quality measurement	1	0	0	1		Contractor
Credit e1 ●	Minimising sources of air pollution - Emissions from building products	1	0	0	0		Architect & Contractor
Hea 04 - Thermal comfort							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Thermal modelling	1	0	1	1		MEP

Credit 2 ●	Design for future thermal comfort	1	0	0	1		MEP
Credit 3 ●	Thermal zoning and controls	1	0	1	1		MEP
Hea 05 - Acoustic performance							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Acoustic performance	4	0	3	3		Acoustician
Hea 06 - Security							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Security of site and building	1	0	1	1		Designing Out Crime Officer (DOCO) & Architect & MEP input : RIBA Stage 2
Credit e1 ●	Security of site and building	1	0	0	0		Designing Out Crime Officer (DOCO)
Hea 07 - Safe and healthy surroundings							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Safe access	1	0	0	1		Architect
Credit 2 ●	Outside space	1	0	1	1		Architect
		19	0	11	15	Standard Health & Wellbeing Credit Total	
		4	0	1	1	Exemplary Health & Wellbeing Credit Total	
		16.79	0	8.76	11.68	% Health & Wellbeing Total (Standard + Exemplary)	
Energy							
Ene 01 - Reduction of energy use and carbon emissions							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments

Credit 1 ●	Energy performance	9	0	4	5		MEP Await BRUKL. BP please confirm anticipated delivery, minimum of 4 credits required for BREEAM Excellent. Thus we need ensure we are on target.(And determine the circa area of feasible PV/renewables) I appreciate BRUKL will assist with the passive design and free cooling report (mtg 26.01.21)
Credit 2 ●	Prediction of operational energy consumption	4	0	0	4		MEP
Credit e1 ●	Beyond zero net regulated carbon	3	0	0	0		
Credit e2 ●	Post-occupancy stage - Exemplary level criteria	2	0	0	0		Client & MEP input
Ene 02 - Energy monitoring							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Sub-metering of end use categories	1	0	1	1		MEP
Ene 03 - External Lighting							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	External lighting	1	0	1	1		MEP
Ene 04 - Low carbon design							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Passive design	2	0	1	1		MEP: RIBA Stage 2 Await passive design and free cooling report (mtg 26.01.21) BP please confirm anticipated delivery
Credit 2 ●	Low and zero carbon technologies	1	0	1	1		MEP: RIBA Stage 2 Await BRUKL & LZC report (mtg 26.01.21) BP please confirm anticipated delivery
Ene 08 - Energy efficient equipment							

	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments	
	Credit 1 ●	Energy efficient equipment	2	0	2	2		Client & MEP
		20	0	10	15	Standard Energy Credit Total		
		5	0	0	0	Exemplary Energy Credit Total		
		20	0	8	12	% Energy Total (Standard + Exemplary)		
Transport								
Tra 01 - Transport assessment and travel plan								
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments	
	Credit 1 ●	Travel plan	2	0	2	2		Transport Consultant Jon Pearson Ltd to provide (recontacted by BP 26/01/21& Ecodoodle27/01/21) SM re-issued: <ul style="list-style-type: none"> • Tra01 TA&TS Guidance Note (pdf) • Tra02 Sustainable Transport Measures Guidance Note (pdf) • Tra02 Proforma (word doc) which covers the Sustainable Transport Measures/Options, including improvement to pedestrian route (option6) and Cycle storage & facilities. (Option 7 &8)
Tra 02 - Sustainable transport measures								
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments	
	Credit Pre-req ●	Pre-requisite						
	Credit 1 ●	Transport options implementation	10	0	3	3		Transport Consultant See Tra01 comments
		12	0	5	5	Standard Transport Credit Total		
		0	0	0	0	Exemplary Transport Credit Total		
		9.96	0	4.15	4.15	% Transport Total (Standard + Exemplary)		
Water								
Wat 01 - Water consumption								

	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Water consumption	5	0	3	3		MEP
Credit e1 ●	Water consumption	1	0	0	0		
Wat 02 - Water monitoring							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite (Good to Outstanding)		✗	✓	✓		
Credit 1 ●	Water monitoring	1	0	1	1		MEP
Wat 03 - Water leak detection							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Leak detection system	1	0	0	1		MEP
Credit 2 ●	Flow control devices	1	0	1	1		MEP
Wat 04 - Water efficient equipment							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Water efficient equipment	1	0	1	1		MEP
		9	0	6	7	Standard Water Credit Total	
		1	0	0	0	Exemplary Water Credit Total	
		7.70	0	4.62	5.39	% Water Total (Standard + Exemplary)	
Materials							
Mat 01 - Environmental impacts from construction products - Building life cycle assessment (LCA)							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Superstructure	6	5	6	6		LCA consultant & Architect input: RIBA Stage 2 & 4

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Credit 2 ●	Substructure and hard landscaping options appraisal during Concept Design (all building types)	1	1	1	1		LCA consultant & Architect, Civil & Structural Engineer input: RIBA Stage 2
Credit e1 ●	Core building services options appraisal during Concept Design (all building types)	1	1	1	1		LCA consultant & MEP input: RIBA Stage 2
Credit e2 ●	LCA and LCC alignment (all building types)	1	0	1	1		LCA consultant & LCC Consultant/ QS: RIBA Stage 2 & 4 (credit awarded once RIBA Stage2&4 completed)
Credit e3 ●	Third party verification (all building types) - Exemplary level criteria	1	0	1	1		LCA consultant (credit awarded once RIBA Stage2&4 completed)

Mat 02 - Mat 02 Environmental impacts from construction products - Environmental Product Declarations (EPD)

	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Page 63	Credit 1 ●	1	0	0	0		

Mat 03 - Responsible sourcing of construction products

	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
	Credit Pre-req ●		✗	✓	✓		
	Credit 1 ●	1	0	1	1		Client/Architect & Contractor
	Credit 2 ●	3	0	1	1		Contractor
	Credit e1 ●	1	0	0	0		Contractor

Mat 05 - Designing for durability and resilience

	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
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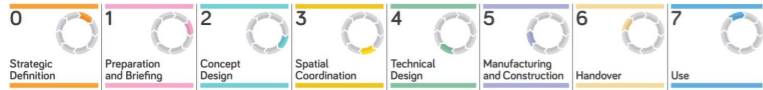
Credit 1 ●	Protecting vulnerable parts of the building from damage/material degradation	1	0	1	1		Architect
Mat 06 - Material efficiency							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Material efficiency	1	0	1	1		Project Team, inc MEP input: RIBA Stage 1 to 5 BP issued Mat06 report 16.01.21 Jenkins & Potter provided summary info 28.01.21. SM to add JP info into BP template.(Then info to placed within updated formal report)
		14	6	11	11	Standard Materials Credit Total	
		4	1	3	3	Exemplary Materials Credit Total	
		19.26	7.49	14.98	14.98	% Materials Total (Standard + Exemplary)	
Waste							
Wst 01 - Construction waste management							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Pre-demolition audit	1	0	1	1		Client, Contractor: RIBA Stage 2
Credit 2 ●	Construction resource efficiency	3	0	2	2		Contractor
Credit 3 ●	Diversion of resources from landfill	1	0	1	1		Contractor
Credit e1 ●	Construction resource efficiency/Diversion of resources from landfill	1	0	0	0		Contractor
Wst 02 - Use of recycled and sustainably sourced aggregates							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite		×	×	×		
Credit 1 ●	Project Sustainable Aggregate points	1	0	0	0		Contractor

Credit e1 ●	Project Sustainable Aggregate points	1	0	0	0		
Wst 03 - Operational waste							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Operational waste	1	0	1	1		Architect & Client
Wst 05 - Adaptation to climate change							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Resilience of structure, fabric, building services and renewables installation	1	0	1	1		Project Team: RIBA Stage 2 Await Wst05 rediscussed during meeting held 26.01.21 Await JENKINS & POTTER input (once input received, BP to add comments)
Credit e1 ●	Responding to climate change	1	0	0	0		
Wst 06 - Design for disassembly and adaptability							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Design for disassembly and functional adaptability - recommendations	1	0	1	1		Project Team: RIBA Stage 2 Await Wst06, rediscussed during meeting held 26.01.21 JENKINS & POTTER and BAILEY PARTNERSHIP (inc. MEP) input required
Credit 2 ●	Disassembly and functional adaptability - implementation	1	0	1	1		Project Team: RIBA Stage 4 & 5
		10	0	8	8	Standard Waste Credit Total	
		3	0	0	0	Exemplary Waste Credit Total	
		7.80	0	4.80	4.80	% Waste Total (Standard + Exemplary)	
Land Use & Ecology							
LE 01 - Site selection							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments

Credit 1 ●	Previously occupied land	1	0	1	1		Architect
Credit 2 ●	Contaminated land	1	0	0	0		GI specialist, Civil & Structural Engineer
LE 02 - Ecological risks and opportunities							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite - Statutory obligations		✗	✓	✓		Ecologist
Credit 1 ●	Survey and evaluation/Determining ecological outcomes	2	0	2	2		Ecologist: RIBA Stage 1 & 2 First Ecology to complete GN40
Credit e1 ●	Wider site sustainability - Exemplary level criteria	1	0	0	0		Ecologist
LE 03 - Managing impacts on ecology							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite - Ecological risks and opportunities		✗	✓	✓		
Credit 1 ●	Planning and measures on-site	1	0	1	1		Ecologist & Project Team: RIBA Stage 2 First Ecology to complete GN40
Credit 2 ●	Managing negative impacts	2	0	2	2		Ecologist First Ecology to complete GN40
LE 04 - Ecological change and enhancement							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite - Managing negative impacts on ecology		✗	✓	✓		Ecologist

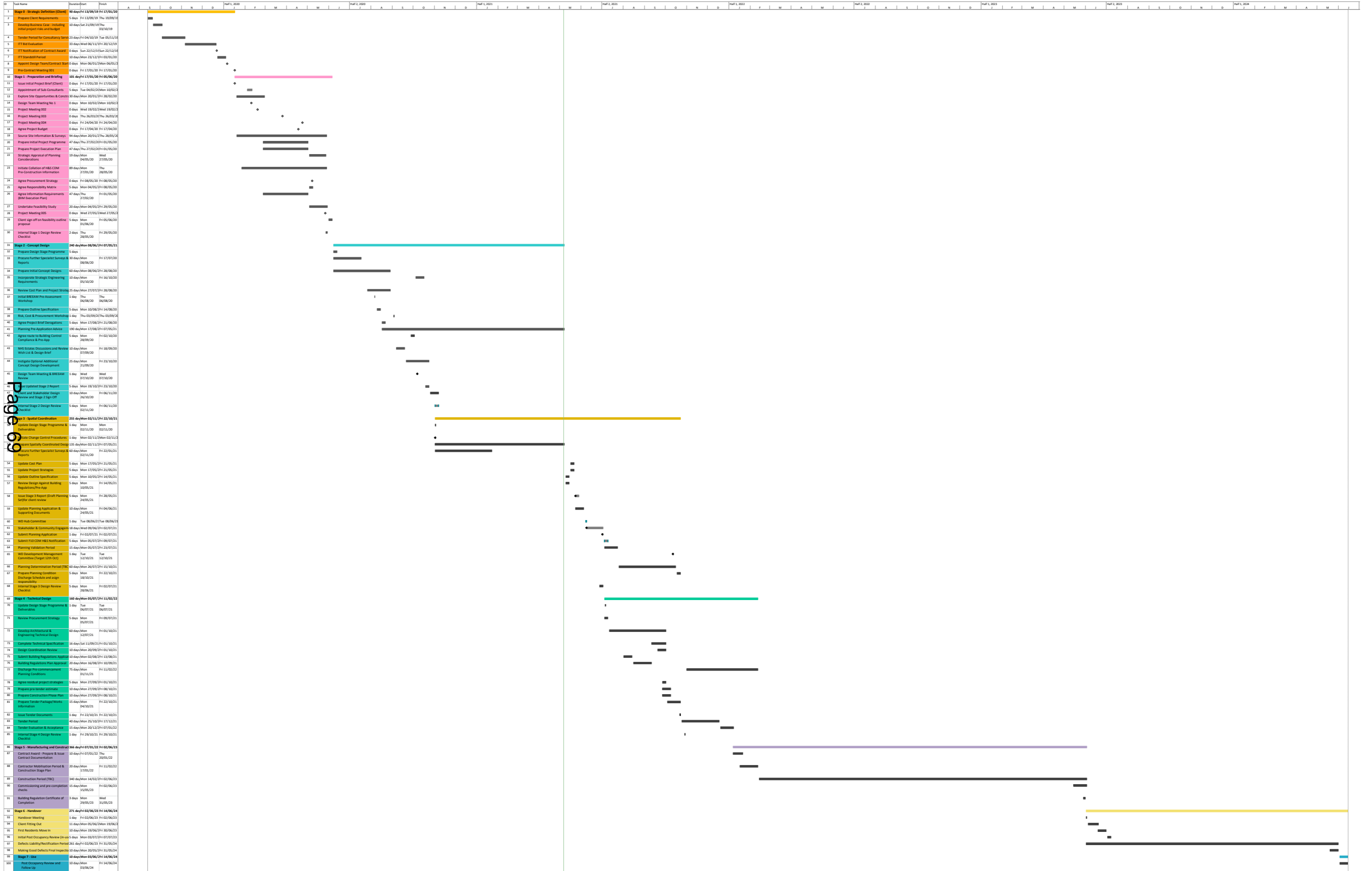
Credit 1 ●	Change and enhancement of ecology / Ecological enhancement	1	0	1	1		Ecologist First Ecology to complete GN40
Credit 2 ●	Change and enhancement of ecology	3	0	0	0		Ecologist
Credit e1 ●	Change and enhancement of ecology - Exemplary level criteria	1	0	0	0		Ecologist
LE 05 - Long term ecological management and maintenance							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit Pre-req ●	Prerequisite - Statutory obligations, planning and site implementation		✘	✔	✔		Ecologist & Contractor
Credit 1 ●	Management and maintenance throughout the project / Landscape and ecology management plan	2	0	2	2		Ecologist & Contractor First Ecology to complete GN40 & LEMP
		13	0	9	9	Standard Land Use & Ecology Credit Total	
		2	0	0	0	Exemplary Land Use & Ecology Credit Total	
		15	0	9	9	% Land Use & Ecology Total (Standard + Exemplary)	
Pollution							
Pol 01 - Impact of refrigerants							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Impact of refrigerants	3	0	3	3		MEP
Pol 02 - Local air quality							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments

Credit 1 ●	Local air quality	2	0	2	2		MEP
Pol 03 - Flood and surface water management							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Flood resilience	2	2	2	2		Civil Engineer
Credit 2 ●	Surface water run-off	2	0	2	2		Civil Engineer
Credit 3 ●	Minimising watercourse pollution	1	0	0	1		Civil Engineer
Pol 04 - Reduction of night time light pollution							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Reduction of night time light pollution	1	0	1	1		MEP
Pol 05 - Reduction of noise pollution							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit 1 ●	Reduction of noise pollution	1	0	1	1		MEP
		12	2	11	12	Standard Pollution Credit Total	
		0	0	0	0	Exemplary Pollution Credit Total	
		7.92	1.32	7.26	7.92	% Pollution Total (Standard + Exemplary)	
Innovation							
AI - Approved Innovation							
	Credit	Available	Awarded	Targeted	Potential	Responsibilities	Comments
Credit e1 ●	Approved innovations	1	0	0	0		
		0	0	0	0	Standard Innovation Credit Total	
		1	0	0	0	Exemplary Innovation Credit Total	
		1	0	0	0	% Innovation Total (Standard + Exemplary)	



Project No: 31470
Project Title: Springhill Tavistock

Indicative Programme
(Rev P5 07.05.20)



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Report to: **Hub Committee**

Date: **8th June 2021**

Title: **Climate Change and Biodiversity Action Plan Update**

Portfolio Areas: **Cllr Lynn Daniel**

Wards Affected: **All**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: **N/A**

Author: **Drew Powell** Role: **Director of Governance and Assurance**
Adam Williams **Climate Change Specialist**

Contact: **Email: drew.powell@swdevon.gov.uk, adam.williams@swdevon.gov.uk**

RECOMMENDATIONS:

That the Hub Committee notes the progress against delivery of the adopted Climate Change and Biodiversity Action Plan.

1. Executive summary

- 1.1 At the meeting of full Council on July 23rd 2019 it was resolved that the Council sign the Devon Climate Emergency Declaration (Minute CM 29 refers).
- 1.2 At Full Council on 17th December 2019 Members considered a comprehensive report, including an action plan, on Climate Change and Biodiversity.
- 1.3 The Climate Change and Biodiversity Strategy and an updated Action Plan was developed and adopted by Council on 8th December 2020.
- 1.4 This report provides the first update on progress on the action plan since its adoption.

2. Background

- 2.1 At Full Council on 8th December, Members considered an updated Climate Change and Biodiversity Strategy, containing both a framework and action plan.
- 2.2 It was noted that the Action Plan will be a continually evolving document and that delegated authority be granted to the Director of Governance and Assurance to make revisions to the Plan as and when deemed necessary.
- 2.3 The Action Plan has been updated and includes suggestions brought forward by members and through the Climate Change and Biodiversity Community Forum.
- 2.4 It was resolved on the 8th December that performance against the Action Plan would be monitored by the Overview and Scrutiny Committee on a six-monthly basis.
- 2.5 Furthermore, officers were instructed to establish an officer led Climate Change and Biodiversity Community Forum and hold a quarterly Community Forum meeting.

3. Outcomes/outputs

- 3.1 The report sets out progress to date on delivery of the action plan in line with the adopted strategy.

4. Progress Update

- 4.1 Appendix 1 contains a tabulated version of the Action Plan with the latest position on each individual action, new actions and changes to actions marked in red.
- 4.2 Key progress has been made in the following areas since January;
 - a. Secured an additional £400,000 in Green Homes Grants. We are forecasting 60 installs, a combination of Air Source Heat Pumps and External Wall Insulation. The deadline for spending the previously awarded phase 1a grant has been extended from 31 March 2021 until end of August 2021 in recognition of a range of supply chain issues.
 - b. Climate and Biodiversity Newsletters have continued to be produced and released monthly.
 - c. A Community Forum has been established with the first meeting held on 26th April 2021. After a welcome and introduction session, the forum were briefed on our Green Homes Grant housing retrofit work and began exploring ways to create opportunity for a more local supply chain. Forum members were then briefed on our Climate Change and Biodiversity Strategy and work to date. Member's views were

- then sought on their aspirations for the forum and opportunities for collaboration going forward.
- d. Our Community Forum work has recently been featured as a case study by the Local Government Association <https://www.local.gov.uk/case-studies/developing-community-forum-help-tackle-climate-change-and-increase-biodiversity> and we have been invited to present at the Sustainable Earth Conference organised by Plymouth University in June.
 - e. Collaborated on a Carbon Footprinting public campaign with Carbon Savvy, North Devon Council, Torridge District Council and West Devon Borough Council called 'Lifestyle Spring Clean'. We are awaiting full figures from the campaign, but in terms of our social media engagement, our posts reached 16,912 people. 178 people engaged with the posts directly.
 - f. Commissioning a feasibility study into EV charging, solar and battery storage on our car parks and exploring the potential for direct energy feed to nearby assets as part of the scope.
 - g. Partnering with Torbay Council for accredited Carbon Literacy Training for Extended Leadership Team (ELT) and Senior Leadership Team (SLT) in late May/Early June to being to align our Climate Change ambitions across the organisation.
 - h. Contributing to the Devon Citizens Assembly as a member of the project team.
 - i. Since January 2021, saved through 'agile working' an estimated 300,000 miles in combined travel, leading to a saving of 106tCO₂e¹ (Tonnes of Carbon Dioxide equivalent).

5. Plans for short term (next 6 months)

- 5.1 The Action Plan will continue to be worked on alongside development of the Councils new Corporate Strategy. Integrating carbon reduction and increasing biodiversity will be embedded within the strategic approach.
- 5.2 Over the next 6 months we will expect to see a final version of the Devon Interim Carbon Plan which will trigger an update of our own action plan, bringing in actions from the wider Devon work as well as its performance monitoring indicators.
- 5.3 The following pieces of work will be developed in the short term, these are as follows;
 - a. Grounds Maintenance Review – increasing biodiversity through our land management.
 - b. Scoping work underway on a replacement of our vehicle fleet with EV and associated infrastructure (non-waste fleet).
 - c. Feasibility work on cycle schemes / active travel.

¹ Travel emissions including well to tank emissions

- d. Fully update the website to include a tabulated version of the Action Plan, Climate Change related reports to Council and links to the Climate Change and Biodiversity Community Forum.
- e. Further public engagement campaigns with Carbon Savvy taking lessons learnt from the March campaign to strengthen this further and to collaborate with more councils and organisations.
- f. Undertaking an Energy Audit of our buildings to inform options for retrofit.
- g. Continuing Carbon Literacy training for SLT and ELT.

6. Proposed Way Forward

- 6.1 The Hub Committee is recommended to note the updates provided within this report and Appendix 1 and support the progress made so far with a view to being provided a further update in 6 months' time.

7. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	N	
Financial implications to include reference to value for money	N	At the Hub Committee on 16 th March 2021 and Council on 30 th March 2021, it was approved to put £200,000 into an Earmarked Reserve for the Recovery and Renewal Plan and Climate Change.
Risk	N	
Supporting Corporate Strategy	Y	Wellbeing, Homes, Climate Change and Biodiversity
Equality and Diversity	N	No direct implications
Safeguarding	N	No direct implications
Community Safety, Crime and Disorder	N	No direct implications

Health, Safety and Wellbeing	Y	The provision of energy efficiency measures will have a positive impact on the health, safety and wellbeing of the households.
Other implications	N	

Supporting Information

Appendices:

1: West Devon Climate Change and Biodiversity Action Plan Update

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Action Reference	Name	Latest Update
Energy		
1.1	Investigate procuring truly renewable energy.	no progress
1.2	Explore forming a non-profit green energy company and understand the capacity of renewable energy generation in the area.	Beginning to develop understanding in LA owned ESCo's (Energy Service Companies). Plymouth City Council have previously done a feasibility study around HMNB Devonport. Ener-vate have worked with other councils, such as Eastleigh BC, webinar organised by Energy Hub set out that the indicative costs incurred by other Councils have been in the region of £90k in consultancy to set up ESCo
1.3	Review strategic scale solar, wind and hydro energy for both commercial and community energy development.	Preliminary work underway and brief developed for potential Joint Local Plan allocations ready for tender
1.4	Identify options for how smart renewable heat, power generation and storage could be considered when the Plymouth and South West Devon Joint Local Plan are reviewed.	Pre-feasibility work identified as next step. Discussion with Local Enterprise Partnership and Growth Hub being progressed to identify a funding source for it to be commissioned at the appropriate time.
1.5	Aim for a Higher result in the energy performance certificates	Secured additional Green Homes Grant money through the Local Authority Delivery Scheme Phase 1B. A total of approx. £600,000 being targeted through this scheme with additional funding from the Better Care Fund for ECO top-ups.
1.6	Promote and administer grants for home insulation, efficient heating systems and sustainable energy sources for owner-occupied and tenanted properties.	Ongoing as per 1.5. Community Forum have been briefed and asked to help promote where possible and started discussions about building a local supply chain of installers
NEW ACTION 1.7	Local Energy Support	Insert under 'Activity' - 1. Council to actively support the Local Energy Bill. 2. Investigate business rates reductions for farmers who wish to use land for renewable energy
Sustainability		
2.1	Investigate the Introduction of differential changes to parking permits and in car parks e.g. Higher carbon emission vehicles pay more.	No progress yet

2.2	Ensure new housing developments are much more walking and cycling friendly.	Ongoing
2.3	Better bus provision and strategic park and ride facilities to reduce traffic in towns (R&R Plan action 1.9)	Beginning to work on as part of the wider Placemaking strategy around public transport and Active Travel
2.4	Increase uptake of cycling in West Devon. & Take a lead in encouraging people to maintain the positives from lockdown – less travel, more exercise etc.	Beginning to work on as part of the wider Placemaking strategy around public transport and Active Travel Input into the Governments consultation on the Future of transport - Rural strategy. Working with CoCars to survey the interest for shared e-bike and EVs across the borough
2.6	Promote the use of recycled and Sustainable construction materials through input at planning stage for new developments.	Ongoing
2.7	Monitor and review policies to reduce the carbon footprint of new developments (Policies DEV32, DEV33, DEV34)	Ongoing
2.8	Investigate adaption and resilience methods for new developments.	Discussion on this topic at Joint Local Plan (JLP) Board in April
2.9	Review the potential for District Energy Networks in the Borough and invest in housing energy-saving measures.	Proposed to merge action with action 1.4
2.10	As part of JLP review consider an Article 4 Direction that removes permitted development rights on class Q barn conversions.	No progress yet
2.11	Allocate sites for renewable energy, in particular strategic scale solar and wind for both commercial and community energy development.	Preliminary work underway and brief developed ready for tender
2.12	Lobby for changes to the National Planning Policy Framework or any such replacement to prioritise carbon reduction target over housing targets.	Responses to recent Planning White Paper completed as well as input into the Future Homes Standard Consultation
2.13	Maximise local and closed-loop recycling to minimise transport impacts and valorise waste materials.	NEW Activity - Support and encourage Community Small-Scale Anaerobic Digesters through assistance and guidance to access the BEIS Rural Communities Energy Fund
2.14	Local Plans and Neighbourhood Plans to ensure the provision of EV charging points where parking spaces are provided in new developments.	Ongoing
2.15 (to be corrected)	Explore installing electric car charging points in car parks. AMEND to widen scope for on-street residential	Instructed APSE Energy to conduct a feasibility study for further EV charging points, solar above car

, shown as 2.19 in December 2019 version)	projects, ensure DCC bids properly represent town and parish councils	parks and battery storage. - DELETTI project still progressing as planned
2.19 (to be corrected, shown as 2.20 in December 2019 version)	Make use of funding opportunities to provide employment and community assets across the Borough, particularly where the market is unlikely to provide this, to minimise the need to travel for access to services. (DELETE 'access to services', widen scope to include retrofit installers as an employment goal)	no progress NEW Activity Support and promote training opportunities for trademark and retrofit, this has already taken place this year with a recent government scheme where tradesmen could apply for free or subsidised training under the Green Homes Grant skills training competition scheme. Council to continue to identify and promote opportunities and support the building of a local supply chain
2.18 (to be corrected, shown as 2.21 in December 2019 version)	Investigate the creation of a new EP policy to ensure the correct use of litter bins potentially reducing collection need.	update from Waste pending
2.19 (to be corrected, shown as 2.23 in December 2019 version)	The Council will support the principles proposed through the English Waste Strategy regarding the Extended Producer Responsibility. The principles support a circular economy approach which will be funded by producers and will lead to better packaging design, improved recycling and better consumer awareness of what can be recycled.	update from Waste pending
NEW ACTION - 2.20	Support and encourage use of shared EV's, cycles and E-couriers	Discussions have taken place with CoCars who are currently looking to widen the number of locations. Organising a Borough wide survey with CoCars to gauge interest and identify opportunity
NEW ACTION - 2.21	Support and encourage 'reuse and repair cafes' and initiatives such as 'Share Shed'	Insert under 'Activity' - 1. Promote existing facilities through communications activity 2. Produce educational material to spread awareness of the benefits of reuse, repair and share
Biodiversity		
3.1	Securing tree planting through development proposals and Biodiversity Net Gain from new development including pushing the	The requirement for submission of a completed Metric calculation is now a requirement for new planning applications as reinforced by the Joint Local Plan Supplementary Planning

	new Defra Biodiversity Metric 2.0 at pre-app and for new applications.	Document evidencing Biodiversity Net Gain of 10% (or mechanism of securing this offsite). A 'minors' Metric is anticipated soon from Defra which officers will review with a view to use if appropriate.
3.2	Support more approaches by communities for tree planting on our land where there aren't any trees and is consistent with the land use and not likely to lead to conflict with neighbours or conflict with the outcomes from the Devon Nature Recovery Network Mapping project (DNRN) (i.e. right trees in the right place).	Officers are liaising with Town Councils on potential for an application (with Devon County Council as higher-tier Authority) to the Local Authority Treescapes Fund, and also for separate town bids to the Urban Tree Challenge Fund, in an effort to increase tree cover in our towns on our own sites (albeit with limited land ownership in the towns) and other sites.
3.3	Develop and adopt a more biodiversity/environmentally conscious Grounds Maintenance procedure (also linked to R&R action 2.6 and 2.7)	A review of the Grounds Maintenance specification with a view to a more biodiverse conscious approach is anticipated to be undertaken during the summer/early autumn of 2021 with a view to presenting a proposal to Hub Committee in autumn 2021 for Member endorsement. This will follow on from a similar review underway in South Hams and will apply learning from this experience.
3.4	Pushing tree planting agenda within Neighbourhood Plans (allocating spaces for woodland creation and sustainable management). Supporting mapping of local ecological networks/corridors within Neighbourhood Plans.	no progress
3.5	Ring-fencing and promoting a % of Members grant schemes (Sustainable Localities Fund) towards tree planting schemes for community groups, Town and Parish Councils, or money towards a 'Tree Planting grant scheme'	no progress
3.6	Develop and adopt a Natural Environment Design Guide to support Development Management proposals – establishing the importance of street trees in urban/built environment proposals, trees in new hedge lines, and tree/woodland planting as part of on-site public open space provision.	this is now an Interim Devon Carbon Plan proposal (action F2) - Develop a Biodiversity Net-Gain Supplementary Planning Document that can be adopted by local planning authorities
3.7	Natural flood management approaches to increase carbon sequestration, reduce erosion, and	no progress

	deliver improved catchment management.	
3.8	Investigate the potential to apply a % management fee to offsite compensation/Biodiversity Net Gain payments (via s106) to part-fund a new/existing role (there will be an additional pressure) in terms of findings sites to delivery this offsite habitat creation (which the LA could either buy and manage or work in partnership with another, e.g. DWT, RSPB).	At present it is considered that the requirement for offsite compensation/Biodiversity Net Gain payments may be less than anticipated. Nonetheless, where appropriate a management fee will be applied to cover offsite contributions/arrangements where they would incur officer input and this secured by section 106. As a new approach, there continues to be evolution and learning as more Authorities start to adopt such arrangements. It is anticipated that with other LPAs in Devon, a common approach will be agreed to assist developers, applicants and LPAs.
3.9	New development led by West Devon Borough Council to be exemplar (e.g. Building with Nature, bird and bat boxes, good design with GI, etc.)	Ongoing
3.10 (to be corrected, shown as 3.11 in December 2019 version)	Contribute to the creation of a Devon Nature Network and assist with the recovery of Devon's biosphere.	Ongoing
3.11 (to be corrected, shown as 3.12 in December 2019 version)	WDDB engages with members of the public and farmers to look at alternatives to using herbicides and pesticides (in particular glyphosate).	no progress
Capability and Engagement		
4.1	Raise awareness of Climate Change and Biodiversity issues as part of a communication strategy involving newsletters, web updates and social media activity.	- Ran a Carbon Footprint/Lifestyle Campaign with Carbon Savvy, North Devon Council and Torrington in March - Monthly Newsletters continue to be created and published, subscriber counts have risen from 149 in October 2020 to 231 as of April 2021
4.2	Volunteer/support collective action via community groups and provide time and resourcing to Town and Parish Councils	West Devon Community Forum Established following an expression of interest exercise undertaken in February and first meeting took place on 26th April
Other Updates		

	Joining forces with Torbay Council to obtain bespoke Carbon Literacy Training for ELT/SLT to begin to embed climate change understanding across the organisation.	Training expected to take place in late May, June and July
	Fleet review taking place	Capacity to do this secured through staffing changes
	Conducting preliminary Service reviews to align CC&B activity into decision making	Reviews taking place as they come forward

Glossary

APSE – Association of Public Service Excellence

CC&B – Climate Change and Biodiversity

DEFRA – Department of Environment, Food and Rural Affairs

DELETTI - Devon Low-carbon Energy & Transport Technology Innovator Programme

LPA – Local Planning Authority

Report to: **Hub Committee**
Date: **8 June 2021**
Title: **Devon Home Choice Policy Changes**
Portfolio Area: **Housing – Cllr Ratcliffe**

Wards Affected: **All**

Relevant Scrutiny Committee:

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: NA

Author: **Stephanie Rixon** Role: **Senior Housing Specialist**

Contact: **01822 813570** email: stephanie.rixon@swdevon.gov.uk

Recommendations:

That the Hub Committee agree the policy changes to Devon Home Choice from 1 July 2021.

1. Executive summary

- 1.1. Devon Home Choice has been the joint housing register for all local authorities in Devon since 2009. To support the delivery of Devon Home Choice there is a common policy, which has a requirement to be agreed by each Local Authority and Registered Provider Partner individually.
- 1.2. As a result of public and partner consultation on a number of proposed changes this report recommends adopting these changes with effect from the 1st of July 2021. This consultation was circulated to members for reference and concluded in February 2021.
- 1.3. The pending changes are outlined in section 4 of this report. The full policy can be found at www.devonhomechoice.com

2. Background

- 2.1. It is a statutory requirement for local authorities to have allocation schemes which give “reasonable preference” to certain categories of

those in housing need. In addition, housing can only be allocated to those who are “qualifying persons”, in accordance with the provisions of the Housing Act 1996.

Statutory guidance was issued in June 2012 regarding the factors which could affect eligibility and qualification. Housing authorities are required to have regard to this in exercising their functions under Part 6 of the Housing Act 1996.

Local authorities are expected to have regard to their homelessness strategies when preparing or modifying their housing allocation schemes. The partnership working of Devon Home Choice operates closely with our homelessness prevention focussed model in line with this strategy. Our Homelessness Strategy is also available to view on the council webpages.

Devon Home Choice operates a Choice Based Lettings approach to allocations. This places people in a level of priority based on their circumstances and properties are then allocated according to priority and the length of time they have been in that level of priority. Customers check the website each week and express an interest in up to 3 properties per week that meet their housing needs. This system places the customer at the centre of the process allowing them to have control over the properties they are offered.

While the joint register has a shared policy there are some localised differences. In West Devon we have retained our own allocations policy. This allows us to allocate properties in a rural location (and not covered by a section 106 agreement) to people in housing need with local connection to that parish, then cascading to the wider area. This ensures that we are able place community at the centre of our allocations approach alongside housing need.

A report on the performance of Devon Home Choice will shortly be presented to the overview and scrutiny panel.

2.2. Proposed Changes:

Proposal 1: That applicants who are lacking 2 bedrooms be allowed to bid for homes 1 bedroom larger than their current home working on the understanding that while still not ideal this could significantly improve a families circumstances, health and wellbeing.

- This proposal was agreed in respect of 4 and 5 bedroom homes only:
 - o Households with a 4 bedroom need who are currently living in homes with 2 bedrooms will be allowed to bid for homes with 3 bedrooms.
 - o Households with a 5 bedroom need who are currently living in homes with 3 bedrooms will be allowed to bid for homes with 4 bedrooms.
- Homes will still be subject to a maximum occupancy level and allocation will still be at the discretion of the landlord.

- Applicants housed in a home smaller than their calculated bedroom need will be allowed to re-apply to the register but their band and band start date would be reset.

Proposal 2: That 4 and 5 bedroom homes are advertised using the maximum number of occupants as a restriction rather than the bedroom need. This is to enable greater flexibility to meet varied applicants needs with use of housing stock.

The Local impact of Proposal 1 and 2:

In West Devon we currently have 5 households on the register who are lacking 2 bedrooms with a 4 bedroom need or above (2 x 4 bed and 3 x 5 bed need). Over the last 2 years we have advertised 4 properties with 4 bedrooms and no properties with 5 bedrooms. The waiting times vary from less than a year to over 4 years for a 5 bed property. By allowing applicants to bid on smaller homes it should improve the households overall health and wellbeing by reducing the level of overcrowding to a lesser degree.

Proposal 3: That a new question is added to Section 1 (Housing need criteria), and a corresponding indicator or banding on the application to identify applicants who are interested in Rent to Buy or Build to Rent properties.

- This requires a new question to be added to the application form but **does not require any change to the policy.**

Local impact of Proposal 3:

This a procedural change allowing the applicant to flag an additional housing option, locally this could increase the awareness of different housing options.

Proposal 4: That the paragraphs in the policy relating to the use of Health and Wellbeing panels (3.19.14 and 3.19.15) be reviewed and amended in line with what is actually being done.

- Revised wording has been agreed by the Board.

Proposal 5: That paragraph 2.2.5.9 of the policy, which is under the section detailing the types of tenancies not applying under DHC is re-worded to make it clearer that applicants who currently have an introductory or probationary tenancy can apply to the register.

Local impact of proposal 4 and 5:

The purpose of these proposals is to ensure greater clarity of the meaning of the policy wording which should deliver greater consistency for officers making assessments and property allocations. The clearer the wording the less open to

interpretation the policy is. This does not constitute a significant change in the policy and therefore the impact will be minimal.

Proposal 6: That Band C for 'Children under 8 above the third floor' is not awarded in blocks of flats where improvement works have been carried out, including windows fitted with restrictors, which would mean that the flats would be suitable for households with children under 8.

- Other hazards or health risks can be considered for affected applicants.
- This will follow in line with a national approach and assist in final offers. Landlords are able to determine restrictions on the advert.
- It was agreed that this band reason should be removed from the policy. Any existing applications which have Band C for this reason only will retain their current band.
- Where required landlords should carry out person-based risk assessments.

Local impact of proposal 6:

There are no properties matching this criteria in this area therefore this policy change does not directly impact allocations made within our district.

Proposal 7: That we allow some priority for members of household left in use & occupation after death of tenant and cannot succeed tenancy.

- The proposal is agreed on the criteria that the applicant has been resident at the property for 12 months and approaches the relevant LA once Notice has been given, with an application made and the LA having confirmed that an interim duty to accommodate is triggered. Once met, the Applicant may then be awarded Band B.

Local impact of proposal 7:

This will increase the chances of applicants in this situation moving on more quickly and makes best use of the available housing stock.

Proposal 8: That the reference to Category 1 hazards in the Band B reason for severe overcrowding be amended so that it is not a blanket award of Band B

- The recommendation from the group including Environmental Health colleagues was that there should be no change to the policy of awarding Band D to Cat 1 overcrowding hazards.
- The Board agreed that the policy wording should be changed to confirm that Band B will only be awarded for Category 1 Hazards where the household is lacking 2 bedrooms.

Local impact of Proposal 8:

This changes clarifies that the applicant must be lacking 2 bedrooms to be considered for Band B, rather than the previous wording which did not specify. This is intended as clarification only and not a significant policy change so the local impact should be minimal.

3. Outcomes/outputs

- 3.1. The Hub is asked to agree the adoption of the proposed changes to the Devon Home Choice Policy.
- 3.2. The impact of the changes to the policy will be monitored by both the operational group and the Board and any significant difficulties or barriers will be reported in a further review.

4. Options available and consideration of risk

- 4.1. The changes proposed do not attach a financial implication. The cost to make and implement the changes to the software is included in the £1000 annual contribution that we already pay.
- 4.2. West Devon is a member of the Devon Home Choice partnership, and as a result the changes need to be adopted by all Local Authority and Registered Provider partners. The aim of Devon Home Choice is to offer choice for people seeking housing and the ability to move within Devon. A common scheme across Devon that is transparent, easy to understand and accessible to all to ensure fairness and consistency. The local allocations policy, cross border move audits, our Local Allocations Policy and specific S106 planning conditions ensure a priority to be in place for applicants with local connection to the area, in particular the more rural areas where there are limited amounts of social housing.
- 4.3. If we are unwilling to adopt these changes it is likely we would have to leave the partnership and set up our own system of allocation. As a non-stock holding authority we would likely return to a nomination arrangement with our partner landlords (currently in all but exceptional circumstances all properties are allocated through Devon Home Choice). Typically this is in-between 65%-80% of all homes available with the rest retained by the RP (and likely to remain advertised through Devon Home Choice) Our residents would be required to register on 2 schemes to ensure they were able to apply for all suitable homes. In addition to this, leaving Devon Home Choice will affect the current partnership working with specialist schemes for supported accommodation and extra care housing working through Devon Home Choice to assist some of our more vulnerable applicants. The practicalities of securing Registered Provider Buy In beyond the previously agreed nominations agreement would be unlikely due to the replication of work required and the unlikely possibility that we could offer the same value for money as Devon Home Choice due to being solely liable for the running costs.

5. Proposed Way Forward

5.1. That Hub recommend the adoption of the proposed changes to the Devon Home Choice Policy.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	The Housing Act 1996 as amended by the Homelessness Act 2002, and the Localism Act 2011 provides the legislative framework for the allocation of social housing. While local authorities are not legally required to provide a housing register they must provide a framework for prioritising and allocating social housing.
Financial	Y	<p>No additional funding is sought at this time.</p> <p>The total cost (which is funded through property adverts) of the software is: Year 1: £29,002 Year 2: £29,727 Year 3: £30,470</p> <p>Our only cost associated with the register is a FTE at Level 7 and a £1000 contribution which the additional funding is raised by Registered Providers paying £25 per advert to advertise their properties on the Website.</p> <p>The joint register offers an efficient and customer led approach to managing the housing register, delivering on customer service and value for money.</p>
Risk	y	Failure to provide a framework for the prioritisation of applicants and allocation of social housing would be a failure to meet statutory requirements. Failure to implement the changes proposed would require us to give notice on the contract (12 months) and establish an independent register. The cost of this would be significant as outlined above.
Comprehensive Impact Assessment Implications		
Equality and Diversity	Y	The Devon Home Choice Policy is checked by an independent specialist housing barrister when any fundamental changes are made to ensure that meets all the legislative requirements. None of the

		proposed changes were considered significant enough for this to warranted on this occasion.
Safeguarding	Y	The changes made address any safeguarding impacts for each change.
Community Safety, Crime and Disorder	Y	The Devon Home Choice Policy contains detailed information about relevant offending and other relevant disorderly conduct. The decision to operate a Choice Based Lettings system is to help communities thrive by enabling people choice over where they want to live.
Health, Safety and Wellbeing	Y	The prime objective of the Devon Home Choice Policy is to assist people with securing sustainable, safe long term accommodation which is vital to improving the health and wellbeing of people living in the area.
Other implications		

Supporting Information

Appendices: Local Lettings Allocation Policy Appendix 1

Background Papers:

None

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WEST DEVON BOROUGH COUNCIL

LOCAL ALLOCATION POLICY

West Devon Borough Council is committed to reflecting the full diversity of the community it serves and to promoting equality of opportunity for everyone.

This policy and all associated documentation and leaflets can be made available in large print, Braille, tape format or in any other languages, on request.

December 2017

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WEST DEVON BOROUGH COUNCIL

LOCAL ALLOCATION POLICY

1 Scope of the policy

- 1.1 This Local Allocation Policy sets out how the Council will deal with specific local issues outside of the Devon wide Choice based lettings system called Devon Home Choice. The document also sets out 'exceptions' to the Devon Home Choice Scheme i.e. where the Council will allocate outside of the scheme.
- 1.2 In exceptional circumstances West Devon Borough Council reserve the right to depart from any aspect of this policy. Any decision to depart from the policy will be taken by the Community of Practice Lead for Housing, Revenues and Benefits and in conjunction with the Lead Member.
- 1.3 Homes delivered in the Dartmoor National Park, on exception sites or on Community Led schemes are controlled by very specific needs in a particular parish. The criteria for these schemes will be set out within the Section 106 Agreement relating to the specific site.
- 1.4 The Devon Home Choice Policy is a separate document and should be read in conjunction with this policy.

2 Introduction

- 2.1 West Devon Borough Council (WDBC) no longer holds any housing stock, having transferred the entire stock to, various Registered Providers (RPs) in 1999.
- 2.2 Devon Home Choice is the model adopted by the Council, and RPs operating within the District, to allocate housing through this jointly operated Choice Based Lettings Scheme
- 2.3 Devon Home Choice covers all 10 Devon Authorities including Plymouth & Torbay, enabling applicants to apply across Devon for vacant properties
- 2.4 WDBC coordinates Devon Home Choice within West Devon and maintains the common housing register for all partners operating within the area.

- 2.5 Registered Providers label, advertise and let their properties. They have their own allocation policies and will verify applicants details to ensure they meet their criteria
- 2.6 This policy document sets out:
 - a. the common polices adopted by all partners within Devon Home Choice
 - b. Council specific policies, and
 - c. exceptions to the Devon Home Choice Scheme

3 Statement of Choice

- 3.1 West Devon Borough Council is committed to offering the greatest choice possible in the allocation of housing within the borough whilst ensuring that such choice is compatible with ensuring that housing goes to those with the greatest need.
- 3.2 Within this it must be recognised that there is very high demand for affordable housing in West Devon and that this demand cannot currently be fully met from available resources. Consequently, more often than not, only those in the greatest housing need are likely to obtain suitable accommodation, which means that the degree of choice will always be limited.
- 3.3 West Devon Borough Council is also committed to extending choice to homeless households as far as is compatible with the effective use of council resources and the need to reduce the use of temporary accommodation. (paragraph 5 of this policy which set out our policy relating to homeless households).

4 COMMON POLICIES

Devon Home Choice

- 4.1 By joining the Devon Home Choice partnership all partners have agreed to the Devon Home Choice Policy
- 4.2 The Devon Home Choice Policy document sets out in detail how the scheme will operate, how applicants will be prioritised and how properties will be let
- 4.3 The Devon Home Choice Policy forms the best part of the Council's allocation policy, being the document which sets out the fundamental principles upon which the Scheme is based.

- 4.4 The Devon Home Choice Policy is a separate document and should be read in conjunction with this policy.
- 4.5 West Devon Borough Council reserves the right to deviate from this policy in exceptional circumstances. Any decision to depart from this policy will be taken by the Community of Practice lead for Housing, Revenue & Benefits along with the Lead member for housing.
- 4.6 Homes which are delivered through Dartmoor National Park, through the Plan-It process or on exception sites within West Devon are controlled by specific legal criteria relating to housing needs in a particular Parish. These criteria will be detailed in the Section 106 agreement.
- 4.7 Housing developments for the Over 60s are excluded from the Local Allocation Policy.

HOUSING ACT 1996

- 4.8 The Housing Act 1996 as amended requires all Councils to give 'reasonable preference' in their allocations schemes to groups in high housing need such as the homeless, those who need to move on welfare and medical grounds, people living in unsatisfactory housing and those who would face hardship unless they can move to a particular locality within the district. However guidance states that Local Authorities can take into account local pressures with regard to this.
- 4.9 Further guidance was issued in August 2012 in relation to the armed forces stating that local allocation policies should not be utilised for this group in certain circumstances, this is explained in detail in paragraph 5.15.

5 COUNCIL SPECIFIC POLICIES

- 5.1 The Council has specific duties to meet local housing needs and to meet the needs of the homeless. This section sets out the Council's policies in this respect and how they operate alongside the Devon Home Choice Policy.

Homeless Households

- 5.2 If the Council accepts a statutory duty to re-house a homeless household they will be placed in the High Housing Needs Band (Band B) in accordance with the Devon Home Choice Policy.
- 5.3 Homeless households will be offered the same degree of choice as other applicants for a period of 6 weeks after being accepted as homeless.
- 5.4 If bids have not been made for suitable accommodation within the 6 week period (and suitable vacancies have been advertised) then the Council will bid on behalf of the homeless household, for all suitable vacancies that arise, until the household is offered a property.
- 5.5 If no suitable vacancies occur within the first 6 weeks, the period of choice will be extended by a further period of up to 6 weeks.
- 5.6 Refusals of accommodation by homeless households will be considered in accordance with the Homelessness Code of Guidance.

Assisting Vulnerable Households

- 5.7 To ensure vulnerable households, who do not have any support network, are able to access Devon Home Choice and bid for properties the Council will activate the automatic bidding process, this will be done with the applicants consent.
- 5.8 Regular checks will be made on “non-bidding” households to identify households who may need our support. When a household has been identified, and with their approval, bids will be made by Council staff on their behalf.
- 5.9 A copy of the Automatic Bidding Procedure is detailed in the Devon Home Choice Policy.

Local Housing Needs

- 5.10 Whilst choice will be extended as widely as possible, certain housing schemes may only be let to applicants with a local housing need.

5.11 In very rural villages with general needs social rented housing stock of less than 100 properties, preference will be given to local households, provided they have an existing housing need ie bands A - D. For the purposes of clarity this is everywhere in West Devon apart from:

Tavistock
Okehampton
Bere Alston
Horrabridge

5.12 Schemes delivered in the Dartmoor National Park and exception sites within West Devon will be controlled by very specific criteria relating to needs in a particular parish. These criteria will be set out within the S106 Agreement relating to the specific site

5.13 Other larger sites enabled through the planning process within West Devon will allow 50% of all new rented affordable housing to be allocated to those with a local connection to the town or parish in bands A – D. For the avoidance of doubt this will be schemes in Tavistock, Okehampton and Bere Alston.

5.14 For the purposes of clarity a household has a connection with the Parish/Town in any of the following circumstances:-

- (i) The person has lived in the parish/town for 3 out of the 5 years preceding the allocation.
- (ii) The person has immediately prior to the allocation lived in the parish/town for 6 out of 12 months preceding the allocation
- (iii) Immediate family have lived in the parish/town themselves for 5 years preceding the allocation. For avoidance of doubt The Local Government Association guidelines define immediate family as parents, siblings and non dependent children.
- (iv) The person has permanent employment in the Parish/Town with a minimum contract of 16 hours per week which has continued for the 6 months preceding the allocation without a break in employment of more than 3 months such employment to include self employment. This should not include employment of a casual nature
- (v) Any periods of (ordinary) residence of the person in the Parish/Town * (definition see appendix 1)

ARMED FORCES PERSONNEL

- 5.15 Further guidance issued in August 2012 in relation to the armed forces stated that where housing authorities utilise local connection policies they must not apply them to the following persons:
- a) those who are currently serving in the regular forces or who were serving in the regular forces at any time in the five years preceding their application for an allocation of social housing
 - b) bereaved spouses or civil partners of those serving in the regular forces where (i) the bereaved spouse or civil partner has recently ceased, or will cease to be entitled, to reside in Ministry of Defence accommodation following the death of their service spouse or civil partner, and (ii) the death was wholly or partly attributable to their service
 - c) existing or former members of the reserve forces who are suffering from a serious injury, illness, or disability which is wholly or partly attributable to their service

TENANTS INCENTIVE SCHEME

- 5.16 One of the priorities in the HOMES strategy is to maximise the use of existing social housing stock including maximising family sized accommodation by offering a financial incentive where appropriate. The Council can offer payments to households to move to a more appropriate property in terms of size. This policy is a separate document and can be read in conjunction with the allocation policy.

6 EXCEPTIONS TO DEVON HOME CHOICE

Supported Housing Schemes

- 6.1 It is inappropriate to advertise vacancies in certain supported housing schemes as they have been developed to meet very specific needs.
- 6.2 The allocation process for such schemes will be agreed outside this allocation policy between Housing, Social Services and the RP and will be developed to meet the very specific needs of the client and sensitively manage the lettings of the scheme.

- 6.3 List of supported housing and Extra Care schemes exempt from Devon Home Choice within West Devon:-

1 Springhill
2 Springhill
Castle Ham
Fenner House
See Separate Lettings Policies for the above

Meeting the needs of the physically disabled

- 6.4 Properties that have been adapted for the disabled will be labelled to ensure the property is let to an applicant with the need for this type of accommodation *e.g. preference will be given to an applicant with the need for a level access shower*
- 6.5 However, there are occasions when the needs of a disabled household cannot be met within the general housing stock and a specific property needs to be built.
- 6.6 In such circumstances close liaison will take place between the Council, Social Services and the RP to ensure the property is built to meet the specific needs identified. In this case the property will not be advertised through the Devon Home Choice Scheme but will be allocated through Devon Home Choice as a direct match.

7 GENERAL

Publicity

- 7.1 This policy is a formal Council document and is not intended to be used as a publicity document.
- 7.2 Full details of the Devon Home Choice Scheme and the Council's policies will be produced in leaflet format and on the Council's website in a user-friendly format.

Diversity and Equal Opportunities

- 7.3 West Devon Borough Council is committed to reflecting the full diversity of the community it serves and to promoting equality of opportunity for everyone.

- 7.4 This policy and all associated documentation and leaflets can be made available in large print, Braille, tape format or in any other languages, on request.

Policy Review

- 7.5 The Devon Home Choice scheme and policy are regularly reviewed and any changes are implemented only after majority agreement amongst all Devon Home Choice partners.
- 7.6 The Council's allocation policy will be monitored regularly and reviewed and updated annually and in conjunction with new developments.

Appendix 1

*Definition of Ordinary Residence

The overriding principle in determining a person's ordinary residence status is that people who have an appearance of need for community care services should not be denied assessment or subsequent service provision while that ordinary residence status is being disputed with another authority.

If the Department decides to supply or fund a service while awaiting the outcome of disputed ordinary residence, this decision should be clearly taken without prejudice. Any contractual arrangements entered into should reflect the temporary nature of the decision. This decision must be clear to the other authority, and staff with support of their managers should ensure that at no stage does the Department appear to have assumed responsibility when the situation is just being held until the matter is resolved.

There is no statutory definition of ordinary residence nor any statements about minimum residency periods, owning a house or holding a tenancy in a particular place. Making a judgement about ordinary residence involves questions of fact and degree, takes account of time, intent and continuity and has to be balanced with each individual's circumstances.

Where referral information indicates some doubt about where a person is ordinarily resident, further information will clearly be needed. For example if a person was receiving services or was living in a residential home before arriving in the county or still has a house in another county, this should alert the referral taker to a potential ordinary residence issue.

If someone has been funded in residential care by another LA, that LA retains responsibility unless or until there is a break in funding. This would usually be because the service user has moved into independent accommodation or has become self-funding.

If someone has been funded in residential care by another LA and there is a change in the care provided or the facility closes, the funding authority is responsible for a review of the service user's needs and also for continued funding, except where as in 5 above, the service user has moved into independent accommodation or has become self-funding.

At this stage staff must offer no commitment and assume no responsibility on behalf of the Department; decisions about a person's ordinary residence status should be made by the team manager following investigation.

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Report to: **Hub Committee**
Date: **8 June 2021**
Title: **Homelessness Strategy Action Plan 21/22**
Portfolio Area: **Housing – Cllr Ratcliffe**

Wards Affected: **All**

Relevant Scrutiny Committee:

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: NA

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RECOMMENDATION:

That the Hub Committee approves the Homelessness Strategy Action Plan 2021/22 be adopted with effect from the 1st April 2021.

1. Executive summary

- 1.1. Members will recall the adoption of the 2017-22 Homelessness Strategy. The document is attached as Appendix 1.
- 1.2. The review of the 2020/21 Action plan has been completed and summarised in appendix 3.
- 1.3. The draft 2021-22 Action plan is attached as appendix 4 and details the proposed actions for the Strategy's fifth and final year.

2. Background

- 2.1. It is a statutory requirement of the Homeless Act 2002 for each Local Authority to have a homeless strategy, which reviews homelessness and its causes locally, and the plan to tackle and prevent homelessness in

their area. It is also a requirement that the Authority will consult with the public or Local Authorities, voluntary organisations or other as they consider appropriate. Whilst it is not a requirement to consult on the annual action plans we would normally consult on the content of the annual action plan as part of our annual Homelessness Forum with our stakeholders and partners. Unfortunately, due to Covid 19 our annual forum could not take place in 2020 the action plan therefore relies on more informal consultation and some of the feedback that we received as part of our wider housing strategy consultation during the winter months

- 2.2. The South Hams and West Devon Joint Homelessness Strategy was adopted in 2017 and included a requirement to produce an annual Action plan and to report to members annually on progress against the previous year's action plan.
- 2.3. Members will appreciate the need to respond effectively to emerging trends and developments as a result of the Covid19 pandemic. The action plan has been structured to take into account the need for flexibility in the face of our communities changing needs. A good example of this is the use of temporary accommodation. As per the attached review we saw a significant decrease in the use of temporary accommodation during 20/21 but as we begin to emerge from Covid 19 restrictions we have already seen significant increases in this number.

3. Outcomes/outputs

- 3.1. The Executive are asked to approve the adoption of the 2021-2022 South Hams & West Devon Homeless Strategy Action Plan.
- 3.2. This strategy completes its 5 year life cycle in April 2022. A full review of homelessness and the actions achieved will be completed together with a new 5 year plan.

4. Options available and consideration of risk

- 4.1. Some of the actions may require funding. It is important to note that Local Authorities still receive a prevention of homeless grant from central Government. This is likely to remain at least until 2022. We are not making any request for additional funding to deliver this strategy.
- 4.2. The extension to the Homemaker contact and the increased costs attached to the provision of temporary housing as a result of Covid 19 have been met through grant received from central government.
- 4.3. Members will note that our financial advice service was contracted to Homemaker for 2018/19. The contract value is £40,000 over two years split equally between South Hams and West Devon. Following the successful delivery of the contract the tender has been extended for a further year. Additional funding has enabled us to expand the service to take into account the difficulties caused by the Covid19 pandemic.

5. Proposed Way Forward

- 5.1. That members recommend the adoption of the 2021-22 Action Plan.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	It is a legal requirement of the 2002 Homeless Act to have a homeless strategy
Financial	Y	No additional funding is sought at this time. It is important to note that Local Authorities still receive a prevention of homeless grant from central Government (West Devon receives £174,628 for 21/22). As most of the Actions are designed around homeless prevention and early intervention, the larger costs of temporary accommodation and rehousing will wherever possible be negated. This by far not only offers the best service for the customer but is the most efficient in terms of the Local Authority.
Risk	N	
Comprehensive Impact Assessment Implications		
Equality and Diversity	Y	The public consultation on the Strategy was reflective of the local demographic.
Safeguarding	Y	As the Homeless Strategy Action Plan concerns work with very vulnerable people and one of the priorities is around Health and Wellbeing, the corporate safeguarding policy will underpin the work of officers who regularly work with homeless households.
Community Safety, Crime and Disorder	Y	Devon & Cornwall Police contributed to the development of the strategy and will remain significant partners during the delivery of relevant actions in the action plan.
Health, Safety and Wellbeing	Y	The prime concern for the Strategy is around tackling and preventing homelessness which in turn is designed around improving the health and wellbeing of people living in the area.
Other implications		

Supporting Information

Appendices:

Appendix 1 Homeless Strategy 2017-2022

Appendix 2 Rough Sleeping strategy 2019 -2022

Appendix 3 2020 – 2021 Homelessness Strategy review

Background Papers:

None

South Hams & West Devon Homelessness Strategy



2017 - 2022

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Working together





Foreword

Cllr Lois Samuel

Lead Member for Health & Wellbeing, West Devon Borough Council



I am proud to introduce the first Joint Homelessness Strategy for South Hams and West Devon.

The aims and objectives we have set in this strategy build on the progress we have made in the past five years of preventing homelessness in West Devon for 1060 households.

In a predominantly rural area such as West Devon, homelessness can easily go undetected. However, it is a very real problem for many of our residents, who face the challenge of poor quality housing, lack of affordable housing or problems with their own health, which means general needs housing is not always appropriate.

We recognise the complexities and challenges that many of our most vulnerable people face when dealing with homelessness. The four priorities set out by this strategy will ensure West Devon Borough Council, together with South Hams District Council, can help people overcome these difficulties enabling them to lead lives where they have the opportunity to reach their full potential.

Cllr Hilary Bastone

Portfolio Holder for Customer First, South Hams District Council



This strategy represents a continuation of the partnership working between South Hams District Council and West Devon Borough Council and sets out our ambition to further tackle homelessness in our areas.

Since 2012, 1169 households have had their homelessness prevented in South Hams due to interventions put in place by the District Council. This strategy further cements our commitment to homeless prevention and sets some ambitious actions as to how we will do this.

Lack of social housing, high costs of the private rented sector and lack of supported accommodation make the South Hams a challenging place for anyone experiencing homelessness. Working in partnership with West Devon has allowed shared learning and opportunity for best practice, which in turn improves the service we are able to offer people.

Homelessness can happen to anyone, at any time and through this strategy we aim to ensure that people are given the access to help when they need it, where they need it and for as long as they need it.

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Introduction



The Homelessness Act 2002 places a duty on local authorities to review homelessness, and the influencing factors that cause homelessness, and to develop a strategy which addresses the findings of the review.

The Homelessness Strategy is required to:

- ◆ Address the levels of homelessness now, and the factors likely to impact on future levels of homelessness, through accurate profiling of the area
- ◆ Ensure that there is sufficient accommodation available for people who are, or may become, homeless
- ◆ Provide services that help to prevent people from becoming homeless. This will include a review of their effectiveness and the identification of new opportunities to support prevention of homelessness
- ◆ Ensure that through effective partnership, working support services can be accessed for those people who are, or who may become, homeless – or who need support to prevent them from becoming homeless again
- ◆ Promote a cultural change so that homelessness is viewed in a wider context than just lack of accommodation

This Homelessness Strategy sets out the strategic aims for South Hams District Council and the Borough of West Devon. Central to this strategy is the belief that people should have settled homes, which will enable them to build settled lives. The overarching aim of this strategy is to prevent homelessness. It is hoped that this will be achieved by building on our already successful prevention focussed model, and by increasing our focus on the single homeless and housing for the under 35's.

The 2017-2022 strategy has been designed to address the changes in national policy; reductions in public spending; changing demography in the area; the impact of the government's 2013 Welfare Reform Act and the Localism Act 2012 on local people.

With Council spending power continuing to decline, South Hams and West Devon have radicalised their approach to service delivery across both Councils. It is central to the success of this strategy that the opportunities presented to us, as part of our new ways of working, are maximised, and that high quality processes are put in place. This will ensure that every contact made will count, in our drive to improve the quality of lives and homes within our communities.

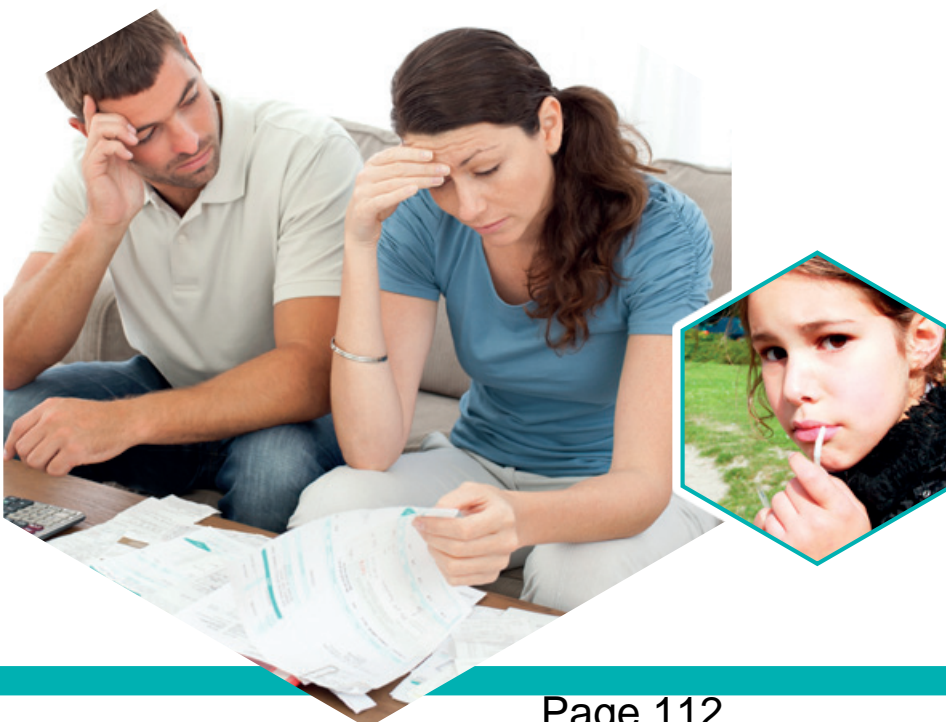
This strategy details our commitment to provide straightforward and effective advice and assistance to those affected by homelessness. The varying factors which contribute to homelessness and to housing instability are complex and interlinked. People facing homelessness are often vulnerable; they may be experiencing, for example, poor health, loss of income and/or relationship breakdown. The importance of effective partnerships, with both statutory and voluntary sector organisations, is recognised as essential in ensuring a holistic approach toward homelessness, with the aim of achieving the best possible outcome for those affected.

The previous South Hams Homeless Strategy covered the period 2008 -2013, whilst in West Devon this was incorporated within a wider housing strategy series which ceased in 2010. Latterly objectives relating to tackling homelessness have formed part of the South Hams and West Devon joint Council-wide Connect strategy 2011-15.

We will continue to review progress around these previous strategies but, as we face the challenges of the future, we will primarily be looking ahead to the opportunities that joint working can offer. A full review of this strategy can be expected in 2022, complemented by an annual refresh of the action plan and progress made to date.

In the last five years, over a thousand households have been prevented from becoming homeless in both West Devon and South Hams. We are keen to continue this good work and believe this strategy sets out our plan to achieve this, while seeking to address the reduction in resources and the impact of welfare reforms.

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Progress to Date

The last adopted document setting out the Councils' commitment to tackling homelessness formed part of the Joint Connect Strategy 2011-2015.

The priorities were to:

- ◆ Improve housing options and choices for vulnerable people
- ◆ Ensure Devon Home Choice is able to meet local housing needs within the new policy framework
- ◆ Prevent homelessness
- ◆ Raise awareness of housing options

These four priority areas were complemented each year with a delivery plan as to how these would be achieved.



Improving Housing Options and choice for vulnerable people

- ◆ Our Money Advice Project assisted 241 people in 2015 across South Hams and West Devon and brought an additional £121,743.65 in previously unclaimed benefits and other entitlements. This enabled people who had struggled to pay their rent and day-to-day bills with the means by which to do so.
- ◆ No Second Night Out has seen 75 people accommodated in South Hams and 33 in West Devon, since we launched this initiative in 2013. This has enabled us to minimise rough sleeping in our area and prevented people, new to the streets, becoming entrenched in the street lifestyle.
- ◆ We have assisted Revival Life in the provision of an emergency cold weather rest centre in Totnes. This ensures that on the coldest and most inclement nights of the winter, no-one needs to sleep on the streets.
- ◆ We have increased our in-house letting agency to 47 properties in South Hams and have been able to prevent homelessness, while increasing the supply of good quality, affordable, private rented accommodation.
- ◆ We have completed sanctuary scheme security upgrades to 20 properties in South Hams and 9 properties in West Devon, to ensure survivors of domestic violence could remain in their own home.
- ◆ Jointly with Devon County Council and other Devon Districts, we have developed a young person's homeless protocol to ensure that the needs of young people are best met. By focusing on early intervention work, this has contributed to low numbers of youth homelessness and young people being taken into care.

Ensuring Devon Home Choice is able to meet the local housing needs within the new policy framework

- ◆ In 2015/16 207 general needs properties were let through Devon Home Choice in South Hams. An additional 36 were let to people requiring sheltered accommodation. In West Devon, there were 136 general needs homes and 31 sheltered properties.
- ◆ Of this figure, 7 new tenants had been previously homeless or threatened with homelessness in South Hams and 37 in West Devon
- ◆ Both Councils further underpinned the need to address local needs, in rural areas with less than 100 units of affordable housing, by prioritising people with a local connection through our allocations policy.

Preventing Homelessness

- ◆ Since 2012/13, 1169 households have avoided homelessness in South Hams and 1060 in West Devon.
- ◆ Since 2011, no families have been placed in Bed and Breakfast accommodation for longer than 6 weeks in either West Devon or South Hams
- ◆ By working proactively with the County Council, we have been able to offer bespoke advice on options for young people. Until recently, this was delivered by a dedicated, in-house, Young Person's worker.

Raising Awareness of Housing Options

- ◆ We have established a multi-agency Health and Wellbeing Panel to discuss individual cases, and to ensure the best solution to their housing crisis.
- ◆ A successful advertising campaign, with detailed information, was targeted to people affected by welfare reform. Everyone affected by the spare room subsidy rate was offered an appointment with a Housing Advisor.
- ◆ Trained Housing Advisors have been in regular attendance at Council Connect events, to raise awareness of options and the importance of early intervention.



The Strategic Context

The Legal Framework

The Housing Act 1996

Part 7 of the 1996 Housing Act is still the overarching piece of legislation used by councils in determining the way in which they respond to homelessness. The Act has since been amended by the Homelessness Act 2002, which has included notable changes in the way Councils use temporary accommodation, with greater emphasis on the role of prevention. The 2002 Act is also where the requirement to publish a Homelessness Strategy was introduced.

The Localism Act 2011

This Act, in effect, brought an end to the automatic entitlement of a homeless household to be offered a social housing tenancy following the acceptance of a full homeless duty under the 1996 Housing Act.

The Care Act 2014

The Care Act set a strong expectation that agencies would work together to protect children, young adults and people with care and support needs, who were at risk of abuse and neglect, and who, due to those care and support needs, were unable to protect themselves from the risk or experience of abuse and neglect.

Housing and Communities Act

This new Act of Parliament makes widespread changes to housing policy.

It introduces legislation to allow:

- ◆ The building of 200,000 starter homes which will be available to first time buyers, between the ages of 23 and 40, for sale at 20% below market prices.
- ◆ The extension of the right to buy, to include housing association properties.
- ◆ The Act also includes a package of measures to help tackle rogue landlords in the private rented sector.

This includes:

- Allowing local authorities to apply for a banning order to prevent a particular landlord / letting agent from continuing to operate when they have committed certain housing offences
- Creating a national database of rogue landlords/letting agents, which will be maintained by local authorities
- Allowing tenants or local authorities to apply for a rent repayment order, where a landlord has committed certain offences (for example ignoring an improvement notice). If successful, the tenant or the authority may be repaid up to a maximum of 12 month's rent.

National Policy

In 2011 The Government produced a report 'Laying the Foundations: A Housing Strategy for England' that identified homelessness as a key priority. Two reports were produced by a Ministerial Working Group on homelessness in 2011 and 2012. Eight government departments including Health, Work and Training, as well as Housing, were brought together with local authority and voluntary sector partners, to consider ways to end rough sleeping (No Second Night Out 2011). In 2012, the second report built on the progress of the first and focused on ways in which services could jointly prevent, wherever possible, a household reaching a homelessness crisis point. (Making Every Contact Count 2012.)

No Second Night Out – A vision to end Rough Sleeping July 2011

Piloted in London, No Second Night Out was rolled out nationally to assist in helping homeless people, through the creation of a 'single service offer'. Its purpose was to ensure that everyone would have access to some form of help.

This, in some cases, involved a reconnection to a place where a person had a local connection, or working with other providers to find a solution to rough sleeping. It was designed to address the needs of deep-rooted rough sleepers, often the hardest to engage with. It was also intended to stem the flow of new rough sleepers, by offering a safety net before they themselves became rooted in a street lifestyle.

Funding was available for a short period of time and there were some local successes. However, this initiative has had little impact on our rough sleeper figures locally, although it was successful in achieving steady numbers rather than an increase.

Making Every Contact Count – A joint approach to preventing homelessness August 2012

The aim of Making Every Contact Count was to ensure, wherever possible, that any contact with any local agency, by vulnerable families and individuals, was seen as effective and meaningful.

The report posed 10 Local Challenges to Local Authorities and both South Hams and West Devon pledged their commitment to these. While acknowledging there is, already, good progress under these challenges, the Joint Homelessness Strategy will build on this and ensure that they remain key to our continuing commitment to prevent homelessness.

The 10 Local Challenges are to:

- ◆ Adopt a Corporate Commitment to prevent homelessness, which has buy-in across all local authority services
- ◆ Actively work in partnership with the voluntary sector and other local partners to address support, education, employment and training needs
- ◆ Offer a Housing Option Prevention Service, including written advice, to all clients
- ◆ Adopt a No Second Night Out model or an effective local alternative

- ◆ Have Housing Pathways agreed, or in development, with each key partner and client group that includes appropriate accommodation and support
- ◆ Develop a suitable private rented sector offer for all client groups, including advice and support to both clients and landlords
- ◆ Actively engage in preventing mortgage repossessions including through the Mortgage Rescue Scheme
- ◆ Have a homelessness strategy, which sets out a proactive approach to preventing homelessness that is reviewed annually, so that it is responsive to emerging needs
- ◆ Not place any young person aged 16 or 17 in bed and breakfast accommodation
- ◆ Not place any families in bed and breakfast accommodation, unless in an emergency, and then for no longer than 6 weeks

The Community House Building Fund

The Community House Building Fund was announced at the end of last year. This is a fund of £60 million pounds nationwide, with £20 million being directed to the South West. The South Hams was granted £1.8 million to assist with the development of community led housing schemes. The first half of this money has been paid to the local authority and the remainder will be paid once the government has approved our spending plans.

The properties delivered through this fund or any community led scheme should be affordable for people to rent or buy in perpetuity and meet the local needs. A plan is being formulated at present as to how to spend this fund. If the government approve of the ways in which we will spend this money, it is hoped that the South Hams will be eligible for future funding over the next four years.

The white paper which has just been published references this fund when working with Local Communities.

Regional Picture

Devon County Council

Devon County Council has invested £2.5 million in countywide homeless prevention contracts. These provide a total of 3,300 support hours per week, through ten independent support providers to, on average, 450 people,.

South Hams and West Devon have been placed in a locality based 'Southern Hub' together with Teignbridge District Council. The Southern Hub receives 15% of the total support hours for Devon.

Due to a lack of supported accommodation in both South Hams and West Devon, assistance is provided through 'floating support' rather than linked to where an individual is living. While this has its benefits, some high needs groups, such as those experiencing problems relating to substance misuse, mental health, offending behaviour or deep-rooted rough sleeping, remain challenging to accommodate in general needs accommodation.

Devon and Cornwall Housing Options Partnership

All ten Devon and Cornwall Authorities are committed to working together to improve the consistency and quality of housing options and advice services across the two counties. Held up nationally as an example of good partnership working, the partnership has enabled shared policy and practice development, while also yielding opportunities for Government funding in the form of grants for rough sleeping, debt advice, youth homelessness and working with the private sector.

Local Policy

Tenancy Strategy South Hams and West Devon

The Localism Act 2011 places a duty on all local authorities to produce a Tenancy Strategy that sits alongside its Housing Strategy and Allocations Policy. The strategy is required to set out what Registered Providers of Social Housing should take into consideration when making decisions about their individual tenancy policies. As the Council no longer has any housing stock, this strategy outlines how we expect Registered Providers, with affordable housing in the area, to respond to the relevant changes introduced by the Act.

In accordance with the Localism Act, this strategy sets out:

- ◆ The kind of tenancies Providers should offer
- ◆ The circumstances in which Providers should grant a tenancy of a particular kind
- ◆ Where the tenancy is for a fixed term, the recommended length of the term
- ◆ Circumstances in which the Provider should grant a further tenancy, on the ending of the existing tenancy

Our Plan

Our Plan identifies the corporate priorities of the Councils, and is reflected in the emerging spatial policies within the Plymouth and South West Devon Joint Local Plan (JLP).

The challenges of ensuring equitable access to good quality housing are well known in rural areas. The JLP will include policies that seek to deliver an appropriate mix and type of new housing, in locations that are well connected to established services and facilities, and at prices that cater for all incomes. The JLP will have strategic objectives that seek to: improve access to housing; reduce the affordability gap; reduce health inequalities related to housing; reduce fuel poverty and positively responding to identified housing needs.

South Hams and West Devon Joint Asset Strategy

The Council's adopted asset strategy identifies the delivery of a limited number of residential properties in the medium term, as determined by the following actions and data:

- ◆ Gather intelligence on housing need using; members, parishes and communities, supported by official data, in order to prioritise residential development by the Council
- ◆ To commence a limited programme of housing development on existing council land, that is appropriate to the site, (i.e. both open market and affordable) using a strategy of re-investment based on a mixture of rental and disposal.

The Review

The Local Picture

- As of 30 September 2016, there were 43,239 dwellings in South Hams and 25,403 in West Devon. Of the number in South Hams, 3,878 are second homes, 470 are empty, with an additional 54 empty for 2 years or more, and 127 are uninhabitable. In West Devon there are 534 second homes, 295 empty properties, a further 37 empty for 2 years, and 52 properties that are uninhabitable. (Source - Council Tax Base, 14th October 2016)
- In the year 2015/16, the number of affordable homes in South Hams was 4659, and in West Devon this was 2350 (this includes 50 units of extra care accommodation). In this same year, 60 affordable homes were built in South Hams and 32 in West Devon.
- The proportion of minority ethnic groups living in South Hams equates to 1.7% of the population and 1.6% in West Devon (Source 2011 Census). With regard to homeless applications, as a percentage 5.3% were made in SH by minority groups and 1.6% in WD.
- Average house price in South Hams is £331,625 – land registry and the average house price in West Devon is £239,160 (Source - Land Registry)
- Of the 204 households who had their homelessness prevented by South Hams District Council in 2015/16, 68 related to rent arrears or reasons of unaffordability. In West Devon, of the 282 cases of homelessness the Council was able to prevent, 65 of those households also approached for reasons of rent arrears or unaffordability. This has followed the same trend in South Hams since 2012/13, while in West Devon there has been less consistency, with relationship breakdown, parental/family eviction and private sector tenancies ending with notice, all being in high proportions.
- In 2015/16, 26 households approached South Hams as homeless, of which 11 had the full homeless duty accepted, while in West Devon, 58 applications were made and 17 of these were accepted.
- Of those accepted as homeless in South Hams, 82% were households with children or expectant mothers and 18% were single vulnerable adults. In West Devon, 53% of accepted households had dependent children or an expectant mother, with 47% single vulnerable adults.
- As of 31 March 2016, there were 7 households in temporary accommodation in South Hams and 11 in West Devon. This was a slight increase on the same date in 2015.
- The number of properties let through Devon Home Choice in 2015/16 was 243 in South Hams and 167 in West Devon. Of this, seven were allocated to people to prevent them becoming homeless, or where the Council had accepted a homelessness duty, to rehouse them in South Hams, while in West Devon this figure was 37.
- In South Hams the rough sleeper estimate for 2015 was nine - an increase of one on the previous year and in West Devon this figure was zero, a reduction of two on the previous year's figure.

How the Strategy was developed



Homelessness is a key issue within three of our identified corporate priorities – Homes, Communities and Wellbeing.

This strategy has been developed through a Joint Member Task and Finish Group, who have worked together to consider the progress we have made in tackling homelessness, within our areas, and the key challenges we have to come. The Group have been instrumental in setting the priorities for this Strategy and the formulation of the Year One Action Plan, informed by the evidence base.

Throughout the process of the review, we have looked carefully at the people who currently access our services. This strategy does not seek to create a specific service plan to address the needs of each vulnerable group. We have successful existing services developed in partnership that we will continue to improve. However, the Strategy and Action Plan reflects gaps in services or additional services we wish to offer which will improve how we tackle homelessness in our area.

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The original Task and Finish group was made up of the following members. A Member group focused on the delivery of this strategy will continue to meet to review progress on the Action Plan.

Member	Council
Cllr Brown	South Hams
Cllr Cuthbert	South Hams
Cllr Green	South Hams
Cllr Hawkins	South Hams
Cllr Leech	West Devon
Cllr Samuel	West Devon
Cllr Yelland	West Devon

The Strategy went out to public consultation from the 13th December 2016 to the 13th February 2017. The Consultation sought the views from both partner organisations and the public.

We used the following methods of consultation:

- ◆ Online survey
- ◆ Press releases
- ◆ Outreach events at Okehampton, Tavistock, Totnes, Dartmouth, Lee Mill & Kingsbridge at high footfall sites.
- ◆ One to one sessions with rough sleepers at Burke Road Drop-in
- ◆ Emails to Partner organisations (both voluntary and statutory), all Town & Parish Councils, other Devon Authorities and all partner landlords
- ◆ All elected members.

The Key Priorities for the Homelessness Strategy

The review of homelessness in South Hams and West Devon has identified four key priorities to reduce and prevent homelessness. These form the basis of this strategy and the annual Action Plan. These are:



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There is overlap and a proven relationship between these areas. However, in order to continue to build on the solid track record of preventing homelessness in South Hams and West Devon, it is necessary to start to tackle some of the root causes of homelessness, in order to make meaningful differences not only to a person's homeless situation, but the reasons why they arrived there in the first place. By continuing to be pro-active and work alongside our partners, we stand the best chance of reducing homelessness and improving people's chances in life.

This strategy comes at a very challenging time for all local authorities, as continuing budget pressures mean some tough choices on how best to target reduced resources in the most meaningful way. With this in mind, we have formulated an action plan which, we consider, is both realistic and achievable while recognising our changing position.



Priority 1: Understanding the true cost of homelessness

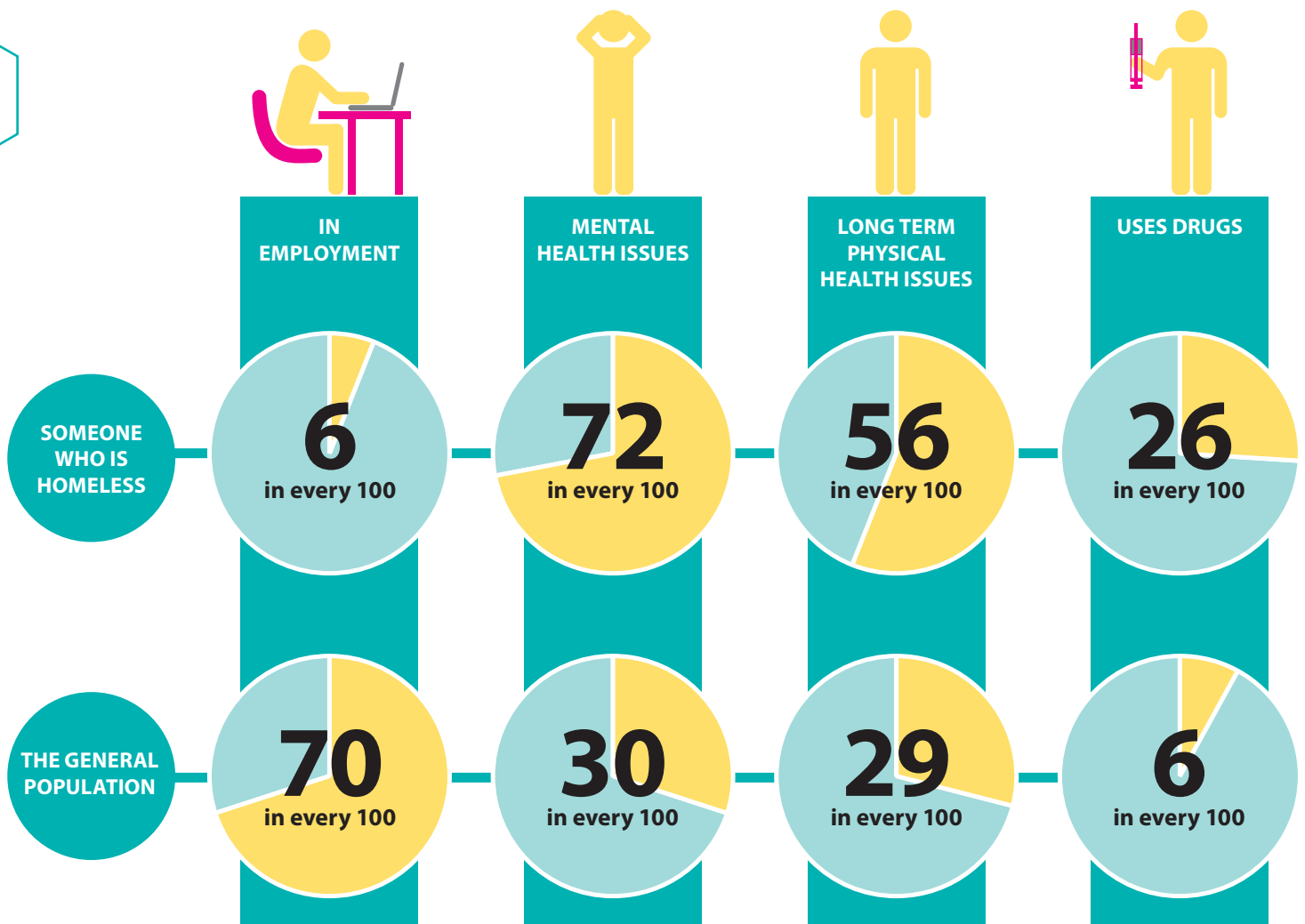
Not having a home can make it harder for individuals to find a job, stay healthy and maintain relationships. (Homeless Link)

The review highlighted a need to create a solid evidence base, about the true cost of homelessness and how its long term impact can be measured more fully. Our findings were informed by data from all statutory and voluntary agencies and localised to South Hams and West Devon.

To meet this priority we will:

- Ensure we establish a solid evidence base which informs practice across all sectors and clearly illustrates the true cost of homelessness in South Hams and West Devon.
- Monitor the impact of welfare reform, and ensure that this informs future strategic priorities
- Recognise the continuing pressures on the Councils' budgets and how best to target resources in the most meaningful way
- Ensure partnerships with other agencies demonstrate value for money
- Ensure access to good quality financial advice to help tackle poverty, poor quality housing and homelessness

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Priority 2: Access to Services

While we recognise the importance of face-to-face interaction in building rapport, trust and confidence, we also recognise that, increasingly, people who are able to resolve their own housing issues would like to access services in a different way. We would like to ensure that people who are able to resolve their own situation are given access to good quality advice, so that they have every opportunity to remedy their situation, independently.

Of course, the very nature of homelessness means a large proportion of the people requiring housing advice and homeless services will be vulnerable. Disclosures they may need to make to staff are often upsetting and traumatic and some, as a result, choose not to make contact, or do so, too late. Through improving partnership working, we have a real opportunity to make a difference to the lives of people who have struggled to engage with the Council in the past.

In addition to external partnership working, the Council has been through a significant service transformation project, which has been successful in breaking down artificial departmental barriers and restraints. It is because of this, that we are in a position to design a multi-service approach, based on the needs of the customer. This will strip out duplication and inefficiencies, while at the same time collectively offering people the services they need, at a time and place they need them most, without the need to repeat the details of, what is often, a distressing course of events.

To meet this priority we will:

- Offer advice and assistance in a range of formats, so the customer can choose how they communicate with their Council
- Ensure our most vulnerable customers are able to access advice services effectively
- Work with partners to ensure that we are able to offer services at the time and place our customers need them most
- Readily and regularly consult with our customers and stakeholders to make sure we get our services right



Priority 3: Access to Housing

The review highlighted the need to improve the supply and quality of affordable accommodation, with the largest number of people needing assistance with homelessness and housing advice, doing so for reasons of unaffordability. Changes to the benefit system, brought about by welfare reform, have had a significant effect on the lives of homeless people in South Hams and West Devon. To ensure we tackle these challenges, it is important to look at wider housing solutions in order to continue to meet needs, while also looking to the future in order to prepare for the further challenges which welfare reform will bring.

The need to 'do things differently' can be compounded in the South Hams by our rough sleeper count. Although a very small proportion of the people requiring assistance because of homelessness become rough sleepers, there is a small population in Totnes where we recognise that access to traditional housing is a step too far. There needs to be an acceptance of offering help in a new way to maximise opportunities for people who have disengaged from traditional society.

The review also highlighted how successful the South Hams in-house social letting agent had been at preventing homelessness, in an area of high demand and high costs. As of the 30 September 2016, there were 47 properties managed by the Council. This has prevented scores of families from requiring temporary accommodation and we are keen to expand the model in South Hams to take on single person's accommodation and extend the scope of the scheme into West Devon.

To meet this priority we will:

- Increase the supply, standard and options for people who face homelessness within our area
- Develop innovative options for our Rough Sleeper Community
- Continue the downward use of temporary accommodation for homeless households

Priority 4: Health and Wellbeing

South Hams and West Devon both recognise the importance of wellbeing for people living in our communities, and as a result, it is one of our key corporate priorities. Tackling homelessness takes more than just the provision of a house, if we are to maximise the opportunities for our most vulnerable residents.

The health inequalities of homeless people can be evidenced in a national health audit undertaken in 2014 by Homeless Link and The Department of Health. This showed that 41% of homeless people reported a long-term physical health problem (compared to just 28% of the general population) and 45% had been diagnosed with a mental health problem (compared with 25% of the general population) (Source – The Unhealthy State of Homelessness: Health Audit Results 2014)

Often, poor health, addictions and unhealthy lifestyles mean that people are unable to secure, and maintain, accommodation for themselves or their families. We recognise our supporting role as a protector of public health and the importance of working, in partnership, to effectively meet and support the needs of vulnerable people in South Hams and West Devon.

To meet this priority we will:

- Work in partnership with our voluntary and statutory sectors to holistically address people's needs as fully as possible.
- Ensure we adequately protect and safeguard the most vulnerable members of our community
- Enable early help, to avoid crisis and tackle homelessness at its root cause.

How the Homeless strategy and Delivery Plan will be monitored

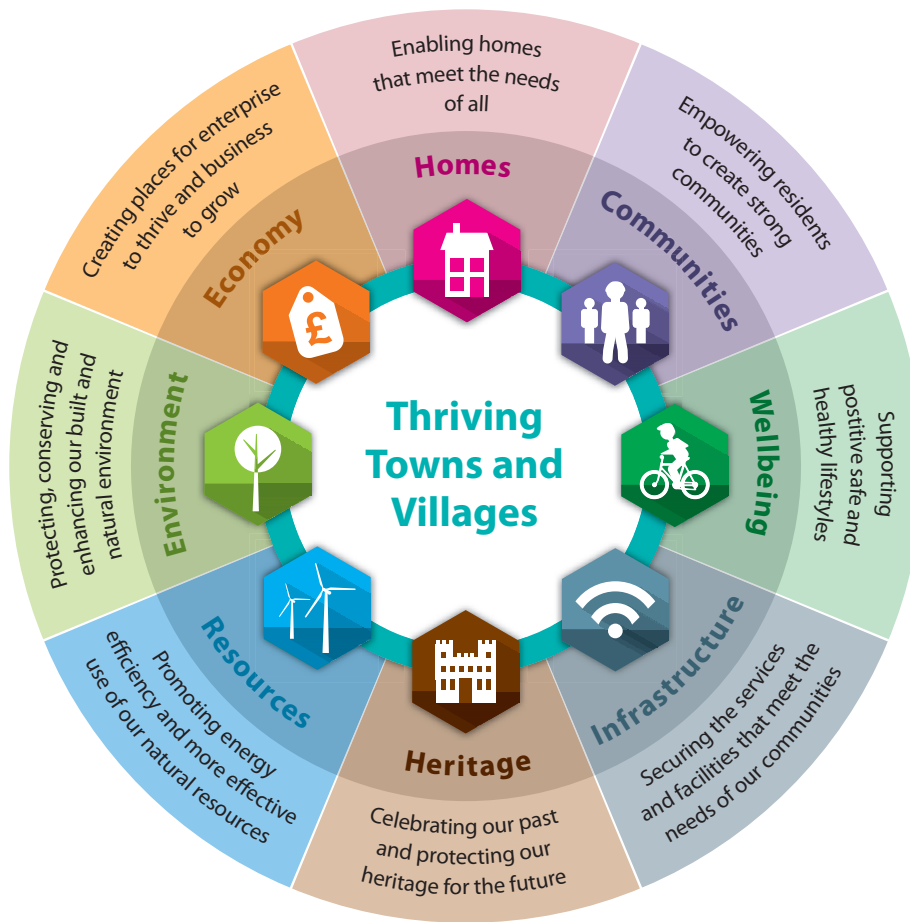
The life of this homeless strategy is intended to be five years.

Annually we will publish our progress to date and a refreshed Action Plan.

The delivery of the Action Plan will rely on the resources of both Councils and their partners, working together to achieve positive outcomes, for people in South Hams and West Devon.

It is proposed that the established Task and Finish Group, will continue as a Homelessness Steering Group to monitor progress against the priorities and the formulation of Years 2-5 of the Action Plan for this strategy. This will ensure an ongoing conversation, to keep the strategy relevant and ensuring that local people continue to have a voice through their elected representative.





Working together



South Hams
District Council



West Devon
Borough
Council

South Hams & West Devon Rough Sleeper Strategy



The purpose of the strategy

This Rough Sleeper Strategy will be delivered and monitored alongside the Homelessness Strategy.

South Hams and West Devon will build on the current work that has minimised the incidences of rough sleeping within the area. We will adopt a robust approach to all forms of rough sleeping in the two Local Authority areas and aim to reduce the number of people sleeping rough by 50% by the end of 2022 and ensure that no one has to sleep rough by 2027.

It is common for the council to be perceived by people sleeping rough as enforcers and historically the level of engagement that we are able to achieve with rough sleepers has been low. There has always been an open offer of accommodation for rough sleepers through our No Second Night Out principles and the Severe Weather Emergency Protocol. In recent years these schemes have been increasingly successful at providing longer term accommodation for rough sleepers. However, for some rough sleepers with complex support needs it has proved difficult for them to maintain this accommodation and ultimately some of these accommodations fail.

South Hams and West Devon are committed to providing a service to rough sleepers that responds quickly to their changing needs, promotes independence and self-worth and is delivered in a client centred way.

To achieve more sustainable positive outcomes for people sleeping rough we will focus on the key targets of the South Hams and West Devon Homelessness Strategy.



2019 - 2022

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Working together



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Understanding the true cost of Homelessness

To fully understand the true cost of homelessness we need to ensure that we are working from a solid evidence base.

To meet this priority we will:

- ◆ Increase our knowledge of the number of people sleeping rough by building on the annually required rough sleepers estimate by introducing a quarterly rough sleeper estimate. This will ensure that the service delivery can respond more quickly to need.
- ◆ Continue to work with partnership agencies to ensure that we are taking account of information from a wide sphere of organisations who have contact with or knowledge of rough sleepers to maximise our knowledge base. We will monitor these working arrangements to ensure that they continue to offer good value for money.

Access to services

The very nature of homelessness means a large proportion of the people requiring housing advice and homeless services will be vulnerable and may need additional support to enable them to access services.

To meet this priority we will:

- ◆ Introduce an intensive outreach service to enable the council to talk to rough sleepers in their own environment, build rapport and a working relationship to enable them to navigate the services that are available. This service will reflect an holistic approach focusing on addressing barriers to accessing and maintaining accommodation including; access to health care, benefits, support and meaningful occupation.
- ◆ Link this provision in with our continued work with partners to identify true rough sleepers, and those at risk of rough sleeping. Enabling us to provide appropriate support to assist them to become ready to access accommodation, increasing our focus on early intervention where possible.
- ◆ Work with the Prison Navigator to ensure that we work to prevent homelessness for people being released from prison and intervene early to identify any support needs and help them access the support they need.
- ◆ Continue to work with StreetLink to ensure that a clear reporting mechanism remains in place for members of the public to let us know about people sleeping rough.
- ◆ Remain committed to the Shared Young Persons Protocol that was developed in partnership with Devon County Council to ensure early intervention and a homeless prevention approach to engaging with young people.
- ◆ Continue to provide a Housing Options service that offers tailored advice to everyone who is homeless or threatened with homelessness. The focus of the team's work will continue to be on early intervention and homelessness prevention wherever possible.

Access to Housing

Housing options for those with a history of rough sleeping need to be innovative and reflect the needs of the individual. The Local Authority seeks to achieve this through the provision of multiple housing options which will be tailored to meet the needs of the individual.

To meet this priority we will:

- Ensure that the focus of the outreach support is to encourage rough sleepers to access accommodation and to ensure that they are equipped with the support and resources to maximise their chances of success.
- Introduce a supported housing scheme rooted in the Housing First Principles specifically targeted at entrenched rough sleepers.
- Continue to work with our partners to refer into supported accommodation and rehabilitation accommodation ~~to~~ as part of the recovery process where appropriate.
- Continue to provide accommodation to people sleeping rough under the Severe Weather Emergency Protocol wherever possible and to build on this contact with people sleeping rough to encourage them to consider longer term housing options.
- Continue to adhere to the principles of No Second Night out by offering emergency accommodation to people who are verified as rough sleeping.
- Remain committed to working with rough sleepers to access the most suitable accommodation for their needs including assisting rough sleepers to access private rented and social housing where appropriate.

3

Health and Wellbeing

Tackling homelessness takes more than just the provision of a house, if we are to maximise the opportunities for our most vulnerable people. Often, poor health, addictions and unhealthy lifestyles mean that people are unable to secure, and maintain, accommodation for themselves or their families.

To meet this priority we will:

- Introduce a Tenancy Ready training scheme which will help prepare people sleeping rough for the significant changes and responsibilities involved in sustaining accommodation and maintaining good standards of health.
- Utilise the services engaged with the Multi Agency Hub to support delivery of an holistic service offer to those rough sleeping focused on recovery to enable the individual to thrive. To include; Mental Health Services, Drug and Alcohol Support Services and Adult Social Care
- Promote the long term benefits and cost avoidance of developing a high quality outreach program with partner agencies and statutory services including Mental Health Team, Drug and Alcohol Support agencies and GP's to enable rough sleepers the opportunity to access the health care they need.

Monitoring Our Progress

The strategy actions will be monitored in conjunction with the Homelessness strategy, reviewed on an annual basis and the strategy will undergo a full evaluation in the 2022 at the end of the life of the Homelessness Strategy.

In addition to this we will increase the annual estimate to a quarterly estimate to ensure that we have up to date information available to assess the success of the strategic aims.

We will record detailed information regarding the rough sleepers that we interact with including detailed information about their support needs and their journey to enable to better shape the services that we offer.

Appendix 3

Background

The Homelessness Act 2002 places a duty on local authorities to review homelessness, and the influencing factors that cause homelessness, and to develop a strategy which addresses the findings of the review.

Our 2017-2022 Homelessness Strategy for South Hams and West Devon has been designed to address changes in national policy, reductions in government spending, changes in demography in the area and the impact of the 2013 Welfare reform Bill, 2012 localism Bill and 2017 Homelessness Reduction Act.

The Key Priorities for the Homelessness Strategy

The review of homelessness in South Hams and West Devon identified four key priorities to reduce and prevent homelessness. These are:

- Understanding the True Cost of Homelessness
- Access to Housing
- Access to Services
- Health and Wellbeing

These four key priorities form the basis of the strategy and the annual Action Plan. Our 2021-2022 Action plan has been developed following a review of the progress made to date on our existing 2020-21 Action plan.

Progress to date

The review of the 2020/21 Action Plan demonstrates the positive progress made against our targets for the year. At this stage in the delivery of our strategy, many projects that have been established now form part of our ongoing work. Whilst we can confirm that good progress has been made on the actions for the year certain elements of our action plan have been hampered by the ongoing Covid-19 pandemic and our delivery of services has needed to flex to support both new ways of working and emerging trends and issues relating to the impact of the virus.

Review of 2020/21 Action Plan

Understanding the True Cost of Homelessness

- In the year 2020/21 373 Households were prevented from becoming homeless in South Hams and 244 in West Devon.
- Our Money Advice Contract assisted 203 households across South Hams and West Devon in the financial year 2020/21. The contract was expanded in April 2020 to provide additional support hours for those impacted upon by Covid. The combined contracts achieved in excess of £ £216,598 in previously unclaimed benefits and other entitlements.

- We have achieved a reduction in the number of 650 nights (30%) in nightly paid temporary accommodation for South Hams and a 1081 (46%) decrease in West Devon.
- Zero rent arrears across the portfolio of properties managed by SeaMoor lettings.
- Interactive self-service webpages established detailing all support services available across the area in addition to national support groups. Training delivered to CST to enable access for those calling in requiring information.
- Ongoing data collection and cross referencing with previous years to support recovery planning and identify trends.
- True impact of Covid 19 on worklessness and accommodation sustainment yet to be seen. Adaptations made to the case management system to enable capture of Covid related homelessness to enable identification of targeted support opportunities.
- Dedicated landlord support web pages still under construction to be completed by the end of 2022.
- Quarterly rough sleeper counts and rapid response project is enabling an accurate picture of current need.
- Robust review of methodology and support provision available to ensure equitable access to Devon Home Choice for BAME households.

Access to Services

- Increased early identification of those at risk of homelessness through improved joint working with the 3rd sector. Over 200 referrals made into the homelessness service by organisations not under a duty to refer.
- Appointment of a Vulnerable Persons Officer – improving communication opportunities internally and externally to improve identification of those requiring Local Authority services and those approaching the Local Authority requiring holistic support.
- Communication with landlords improved across commercial letting agent sector through frequent contact and evidenced positive outcomes following joint working.
- Rapid response to temporary changes made to eviction legislation through contact with all park homes and most commercial letting agencies to ensure new guidance was understood and implemented.

Access to Housing

- Established Perpetrator accommodation and support offer Pilot for those perpetrators with Integrated Offender

Management support services. Accommodation provision enables focussed work on pattern changing and long term recovery and improvement in family dynamics. Creates an opportunity for better outcomes for victims and families who may otherwise have had to flee their homes.

- Review of leasehold arrangement for the 6 Bed HMO leased in response to Covid has revealed that the management model is successful and an option for future investment. Lease costs required by the property provider rendered continuation of the lease to be unworkable and alternate properties are currently being sought.
- Pressures of Covid 19 on property management and turnover has resulted in no properties being made available for the housing first programme through Livewest. 18 properties have been secured either for Housing First or for more settled accommodation with landlords in the private sector and 17 secure via Devon Home Choice.
- Rough sleeper count sustained at 1 South Hams and reduced from 1 to zero in West Devon.
- The total number of rough sleepers supported into long term housing was 25 in South Hams and 12 in West Devon.

Health and Wellbeing

- The tailored Multi Agency Hub brings together relevant professionals such as the Mental Health Team, Drug and Alcohol support services and Probation to enable us to deliver targeted support and streamlined referrals to get better outcomes for rough sleepers.
- Feasibilities studies commenced into the provision of specialist housing for those with learning difficulties in partnership with Devon County Council.
- Through the Disabled Adapted need panel and Health and Wellbeing we have been using the data from Devon Home Choice to identify households in high and medium housing need that have specific housing requirements. This information is shared with the Affordable Housing team who are looking to integrate these properties into new development plans. The panel has now been extended to include Occupational Therapists to ensure that all possible solutions are being considered for these households. In 20-21 the number of households assisted by the panel to resolve their complex housing problems was 9.

Actions to be rolled over as incomplete:

- Homelessness forum – booked for mid March 2020 but cancelled due to pandemic. Options for future forum formats to be considered.
- Landlord Bulletin – 1st edition created early this year. Dissemination paused due to conflicting guidance released relating to renters in response to the Covid 19 Pandemic. Instead officers and specialists delivered bespoke advice around changes made as a result of Covid 19. All 'park home' establishments contacted to ensure compliance and to reduce the risk of homelessness. Additionally, registered landlord, private landlords and agencies contacted to ensure Covid regulations around eviction were understood and adhered to.

Homelessness Strategy Action Plan 2021-22

Understanding the True cost of homelessness

- Ensure there is a solid evidence base which informs, across all sectors, the true cost of homelessness in South Hams & West Devon.
- Monitor the impact of welfare reform, to inform future strategic priorities
- Recognise the continuing pressures on Council's budgets and how best to target resources in the most meaningful way, ensuring partnerships with other agencies demonstrate value for money.
- Ensure access to good quality money advice, to help tackle poverty, poor quality housing and homelessness

HSU1	Monitor ongoing financial hardship and worklessness trends as a result of the impact of the Covid 19 pandemic to ensure that support is targeted effectively.	Effective targeting of support
HSU2	Establish and promote landlord information pages on our website including information on referral routes for Landlord requiring support with managing tenant issues.	Reduction in the number of households evicted from private rented accommodation. Reduction in repeat service users
HSU3	Maintained mapped data on locally available support and promote available support services.	Effective targeting of support and reduction of cost to LA
HSU4	Use 2021 Census data to create an accurate picture of the area demographic.	Effective targeting of support and reduction of cost to LA
HSU5	Continue to monitor the reasons for approach following Covid19 pandemic to enable early intervention and build on our prevention focused approach.	Effective targeting of support and reduction of cost to LA
HSU6	Maintain the current low levels of rent arrears for tenants of the SeaMoor lettings scheme through the appropriate targeting of support.	Reduction in the number of households evicted from private rented accommodation
HSU7/RS	Review the past 5 years of work undertaken as part of the 2017-22 Homelessness strategy to prepare for the 2022-2027 Homelessness Strategy	Effective targeting of support and reduction of rough sleeper numbers

Access to services

- Offer advice and assistance in a range of formats, so the customer can choose how they communicate with their Council
- Ensure our most vulnerable customers are able to access advice services effectively
- Work with partners to ensure that we are able to offer services at the time and place our customers need them most

- Ensure we are readily and regularly consulting with our customers and stakeholders to make sure we get our services right.

HSS1/RS	Maintain strong links with the 3 rd sector and other professional groups to ensure that learning is shared relating to emerging needs across our community.	Increased early intervention and homeless prevention work
HSS2	Continue to encourage local groups to access training opportunities to promote effective safeguarding activity and early homeless prevention within these groups.	Increased early intervention and homeless prevention
HSS3	Provide focussed small group consultation opportunities to service users and professionals to prepare for the publication of the 2022-2027 Homelessness Strategy	Maintenance of partnership working and effective consultation
HSS4	Publish and maintain accurate advice and information pages for Landlords on our website.	Reduction in the number of households evicted from private rented accommodation
HSS5	Develop interactive online communication options for landlords.	Improve communication with landlord to increase early identification of homelessness
HSS6 /RS	Deliver intensive bespoke support to those rough sleeping which is focused on breaking down barriers in accessing a wide range of services to aid recovery.	Maintain low numbers of rough sleepers
HSS7	Improve partnership working with local schools in the form of bespoke training/information sharing annual forums to ensure vulnerable children and families are equipped to access services both in the statutory and voluntary sector.	Increased early intervention reduction in Youth and family homelessness

Access to Housing

- Increase the supply, standard and options for people who face homelessness within our area
- Develop innovative options for our Rough Sleeper Community
- Continue the downward use of temporary accommodation for homeless households.

<u>HS1</u>	Define and implement a key worker waiting list for SeaMoor properties' . .	Reduction in cost of temporary accommodation
<u>HS2</u>	Establish a Housing Company in the form of a Community Benefit Society to enable and	Increase in availability of

	increase provision of affordable housing across our community.	affordable homes.
<u>HS3</u>	Use the Health & Wellbeing Panel to accurately identify barriers to accessing housing for those in medium housing.	Reduction of those in high housing need on housing register
<u>HS4/RS</u>	Continue to develop the Housing First model, alongside other housing options, to ensure options are bespoke to the needs of those rough sleeping or at risk of rough sleeping.	Reduction in Rough Sleeper estimated count
<u>HS5</u>	Continue to build the SeaMoor property portfolio to increase access to the private rented sector for those on mid to low incomes.	Increase in new properties under the a management of SeaMoor Lettings
<u>HS6/RS</u>	Deliver targeted support to those in temporary accommodation and rough sleeping to enable faster identification of suitable private rented and social housing options.	Reduction in the cost of temporary accommodation
<u>HS7</u>	Continue to develop bespoke and high quality temporary housing solutions in West Devon through the Springhill project	Reduction in the cost of temporary accommodation
<u>HS8</u>	Work with MHCLG to identify if potential bid under RSAP could help deliver 6 Housing First properties through a match funded grant for the purchase. Match funding to be meet by SHDC using the previously agreed Shires sales money.	Reduction in the cost of temporary accommodation.

Health & Wellbeing

- Work in partnership with our voluntary & statutory sectors to holistically address people's needs, as fully as possible.
- Ensure that we adequately protect & safeguard the most vulnerable members of our community
- Enable early access to help, to avoid crisis and tackle homelessness, at its root cause.

<u>HSW2</u>	Work with DCC to develop and publish the 'Domestic Abuse Strategy' for Devon – to include provision of accommodation with support.	Early identification of need and
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		prevention of homelessness.
<u>HSW3</u>	Work with Devon County Council to develop bespoke housing options for those with Learning Disabilities to ensure high level of quality housing and care provision.	Improved future planning for service delivery and reduction in housing needs due to H&W.
<u>HSW4</u>	Create a joint working protocol with Adult Services to target issues around hoarding and self-neglect in the home.	Early identification of need and prevention of homelessness.
<u>HSW5</u>	Continue to develop the perpetrator recovery programme for perpetrators of Domestic abuse wishing to access accommodation and pattern changing support.	Increased wellbeing of customer as a result of the most appropriate Intervention
<u>HSW6</u>	Make better use of available data from available sources such as Devon Home Choice, DFG records and partnership working RPs to predict future housing needs and inform future housing development.	Proactive approach to predicting housing trends and identifying future need.