

Mr S Hearse
Chief Executive
Torrige District Council
Riverbank House
Bideford
Devon
EX39 2QG



Tel : Bideford (01237) 428700

Date: 4 December 2023
Quorum: 6

MEETING OF INTERNAL OVERVIEW & SCRUTINY COMMITTEE

On:	Tuesday 12 December 2023	At:	10.00 am
Venue:	Town Hall - Bridge Street, Bideford, EX39 2HS		

NOTICE OF MEETING

The meeting will be able to watch through the Councils YouTube Channel
<https://tinyurl.com/TorrigeYouTube>

To:	Councillor S Newton (Chair) Councillor J Craigie (Vice-Chair) Councillors: C Bright, C Cottle-Hunkin, T Elliott, C Hodson, S Inch and W Lo-Vel Non elected Members: Mr S Dengate and Mr I Harper
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Members are requested to turn off their mobile phones for the duration of the meeting

AGENDA PART I - (OPEN SESSION)

1.	Apologies For Absence
2.	Minutes (Pages 3 - 5) Confirmation of the minutes held on 7 th November 2023
3.	Action List (Pages 6 - 7)
4.	Public Contributions A 15-minute period for public contributions. (The deadline for registering to speak is by 2pm Friday 8 th December. To register please email dem.services@torridge.gov.uk).

5.	Declaration of Interests Members with interests should refer to the agenda item and describe the nature of their interest when the item is considered.
6.	Urgent Matters Brought Forward with the Permission of the Chair
7.	Agreement of Agenda Items Part I And II
8.	Environmental Enforcement Service To receive an update from the Public Health & Community Safety Manager
9.	Planning Enforcement Service (Pages 8 - 15) To receive the report of the Planning Manager
10.	Affordable Housing Delivery (Pages 16 - 24) To receive the report of the Planning Manager
11.	Strategic Asset Management Plan To receive a verbal update from the Estates Manager
12.	Social Value Policy (Pages 25 - 31) To receive the draft Social Value Policy from the Task & Finish Group
13.	Consideration of the Forward Plan (Page 32) To review the Forward Plan.
14.	Exclusion of the Public The Chairman to move:- That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.
	Meeting Organiser: Kirsty Brown Dem Services 01237 428768
	Centre for Public Scrutiny – website http://www.cfps.org.uk/

273. PUBLIC CONTRIBUTIONS

There were no public contributions.

274. DECLARATION OF INTERESTS

Members were reminded that declarations of interest should be made as and when the specific agenda item to which they related was under discussion.

275. URGENT MATTERS BROUGHT FORWARD WITH THE PERMISSION OF THE CHAIR

No items were brought forward.

276. AGREEMENT OF AGENDA ITEMS PART I AND II

There were no Part II items.

277. QBR 2

The Service Improvement Officer commenced the item with a slide presentation of the key points to the themes within the QBR2. The Finance Manager (S151 Officer) then continued the presentation with details of the financial aspect of the QBR2.

Following the presentation, a brief discussion took place surrounding the Strategic Plan.

It was confirmed that 37 responses had been received for the consultation on the Strategic Plan, however none had been received from Parish Councils.

The Chief Executive said the figures from the previous Strategic Plan were not known, however he would find out.

The Service Improvement Officer advised she would confirm the dates Parish Council were notified of the consultation for the Strategic Plan. Both the Strategy, Performance and ICT Manager and the Senior Electoral and Democratic Services Officer confirmed that the Communications Team and the Democratic Services Team had also sent out notifications to Parish Councils on the Strategic Plan.

The Chair requested that all Members present, ask their Parish Clerks if they received notification on the consultation for the Strategic Plan.

The Questions & Answer Supplement to the QBR was discussed in detail and further questions and comments were added as follows.

In response to a question asked about recruiting an Enabling Officer, the Chief Executive advised that this vacancy is currently going through the internal process with the job description being devised. He also confirmed that the only current vacancy within the legal team is for a Legal Services Manager.

A discussion took place surrounding the development of the Harbour in Bideford. The Chair confirmed he would speak to the Chair of the Harbour Board Working Group on the potential development of Bideford Quay and report back to the Committee.

In response to a query asking how the Appledore Clean Maritime Innovation Centre would bring additional shipping the Chief Executive advised he would seek clarification from the Harbour Master.

The QBR 2 was noted.

278. CONSIDERATION OF THE FORWARD PLAN

The forward plan was discussed in detail. The Chair confirmed he would liaise with the Chief Executive and relevant Officers and update the forward plan.

The meeting commenced at 6.00 pm and closed at 7.31 pm

Chair:

Date:

OVERVIEW & SCRUTINY (INTERNAL) COMMITTEE – For 12th December 2023

Action List

Minute No. / Date	Action	Person responsible for Action	Most recent Update	Action Status																																																																
267	Invite the Estates Manager to the next meeting to give an update on the Strategic Asset Management Plan and trio of trade pitches on the Quay.	Dem Services	Invite sent 13.09.23. Jon Wynne, Estates Manager to attend Dec 12 th meeting	Complete.																																																																
267 & 277	Speak to the Chair of the Harbour Board WG, Cllr Hicks regarding the development of Bideford Quay	Chair		Ongoing																																																																
269	Timeframe update on Housing Strategy	S Hearse		Ongoing																																																																
267a	Find out consultation responses from the last Strategic Plan 2019 - 2023	S Hearse	<p>Response: 19 responses received - 8 from town/parish councils - 11 from individuals</p> <p>72 comments provided</p> <table border="0"> <tr> <td>Local Economy</td> <td></td> <td>Communities, Health & Housing</td> <td></td> </tr> <tr> <td>Agriculture</td> <td align="right">1</td> <td>Crime</td> <td align="right">1</td> </tr> <tr> <td>Broadband</td> <td align="right">2</td> <td>Climate Change</td> <td align="right">2</td> </tr> <tr> <td>Support Business</td> <td align="right">7</td> <td>Leisure</td> <td align="right">1</td> </tr> <tr> <td>Tourism</td> <td align="right">1</td> <td>Local Needs</td> <td align="right">9</td> </tr> <tr> <td>Town Centres</td> <td align="right">1</td> <td>Transport</td> <td align="right">1</td> </tr> <tr> <td>Number of Comments</td> <td align="right">12</td> <td>Number of Comments</td> <td align="right">14</td> </tr> <tr> <td>Our Environment</td> <td></td> <td>Our Council</td> <td></td> </tr> <tr> <td>Carbon Footprint</td> <td align="right">7</td> <td>Coastal Protection</td> <td align="right">1</td> </tr> <tr> <td>Carbon v Priorities</td> <td align="right">1</td> <td>Diversity</td> <td align="right">2</td> </tr> <tr> <td>Coastal</td> <td align="right">1</td> <td>General</td> <td align="right">8</td> </tr> <tr> <td>Communities</td> <td align="right">2</td> <td>Number of Comments</td> <td align="right">11</td> </tr> <tr> <td>Habitats</td> <td align="right">3</td> <td></td> <td></td> </tr> <tr> <td>Planning</td> <td align="right">13</td> <td>Other Comments</td> <td align="right">3</td> </tr> <tr> <td>Recycling</td> <td align="right">5</td> <td></td> <td></td> </tr> <tr> <td>Number of Comments</td> <td align="right">32</td> <td></td> <td></td> </tr> </table>	Local Economy		Communities, Health & Housing		Agriculture	1	Crime	1	Broadband	2	Climate Change	2	Support Business	7	Leisure	1	Tourism	1	Local Needs	9	Town Centres	1	Transport	1	Number of Comments	12	Number of Comments	14	Our Environment		Our Council		Carbon Footprint	7	Coastal Protection	1	Carbon v Priorities	1	Diversity	2	Coastal	1	General	8	Communities	2	Number of Comments	11	Habitats	3			Planning	13	Other Comments	3	Recycling	5			Number of Comments	32			Complete
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Page 6

277b	Confirmed when Parish Councils were notified of the Strategic Plan consultation.	A Faye	Response: They were notified on 3 Oct, 30 Oct & 10 Nov	Complete
277c	Ascertain if Parish Clerks have received notification of Strategic Plan consultation and if so, are they discussing it?	All Members present at 7 th Nov meeting		Ongoing
277d	Ask the Harbour Master how the ACMIC would attract additional shipping	S Hearse		Ongoing
278	More detailed to be ascertained from Chris Fuller, Economic Development Officer, on the Estuary Strategy	J Walter.	Response from C Fuller – The Estuary strategy has not moved forward much in terms of formal documentation. There is so, so much going on that needs clarifying before we can create a strategy to encapsulate it. We are just about to receive a detailed Ports, Harbours and Jetties study and are in the process of procuring a clean maritime growth vision piece which will also have estuary review impacts. That Estuary Strategy is actually a pivotal part of unlocking future economic growth and definitely not simply a quick review, apologies.	Complete
278	Too much on the 12 th Dec agenda on forward plan. Chair and S Hearse to liaise with officers and discuss moving items. Also add Affordable Housing and Empty Properties to the Forward Plan	Chair and S Hearse	30.11.2023 – Forward Plan updated and attached to agenda	Complete

Agenda Item 9

REPORT OF Planning Manager
To: Internal O&S
Subject: Planning Enforcement Service
Date: 12th December 2023

PURPOSE OF REPORT: To provide an update on the Council's Planning Enforcement Service
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1. INTRODUCTION

This Agenda Report seeks to provide an overview of the Council's Planning Enforcement Service and the current and emerging legislative framework within which it operates. It highlights current caseloads, including historic backlog, explains the resourcing in place and sets out current proposals to review and improve the Service.

2. POLICY & LEGISLATIVE CONTEXT

A breach of planning control is defined in Section 171A of the Town and Country Planning Act 1990 as:

- the carrying out of development without the required planning permission; or
- failing to comply with any condition or limitation subject to which planning permission has been granted.

Any contravention of the limitations on, or conditions belonging to, permitted development rights, under the Town and Country Planning (General Permitted Development) Order 2015 (as amended), constitutes a breach of planning control against which enforcement action may be taken.

Paragraph 59 of the National Planning Policy Framework (NPPF) states: *'Effective enforcement is important to maintain public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. They should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where appropriate.'*

The NPPF is reflected in Policy DM11: Planning Enforcement, of the North Devon & Torridge Local Plan 2011- 2031 (NDTLP) which states – *'Unauthorised development will be investigated by the Local Planning Authority, acting proportionately to the scale of the suspected breach of planning control. Enforcement action will be taken where it is appropriate to do so and in the public interest.'*

The Council has an adopted Enforcement Plan (2019), which sets out the approach to the enforcement of planning breaches across the District, including commitments around timescales for acknowledging breaches, an officer visiting site, and feedback being given to complainants.

It is important to note that a breach of planning control is not a criminal offence and planning enforcement is not a system to punish people. It is discretionary and there to prevent inappropriate development that would not get planning permission. A large percentage of breaches of planning control have no action taken against them because they cause no harm.



3. TDC's ENFORCEMENT FUNCTION

The Council receives a large volume of enforcement complaints annually, with this currently sitting at more than 300. The pattern over the last 5 years is shown below:

Year	Total Cases Received
2019	237
2020	249
2021	356
2022	310
2023	304 to date

The Planning Enforcement Service is resourced with 2 permanent full-time officers with support provided by the wider Development Management Team, Conservation Officer and Building Control Officers as necessary.

The Enforcement Plan notes that, given the number of requests received, investigations will be prioritised as:

High Priority

Breaches which cause irrevocable harm including: -

- 1) unauthorised demolition, partial demolition or significant alteration of a building, which it is essential to retain (e.g. a listed building or building within a Conservation Area) or any other development that causes irreversible demonstrable harm; and
- 2) unauthorised works to trees covered by a tree preservation order (TPO) or in a Conservation area.

Medium Priority

All other alleged breaches.

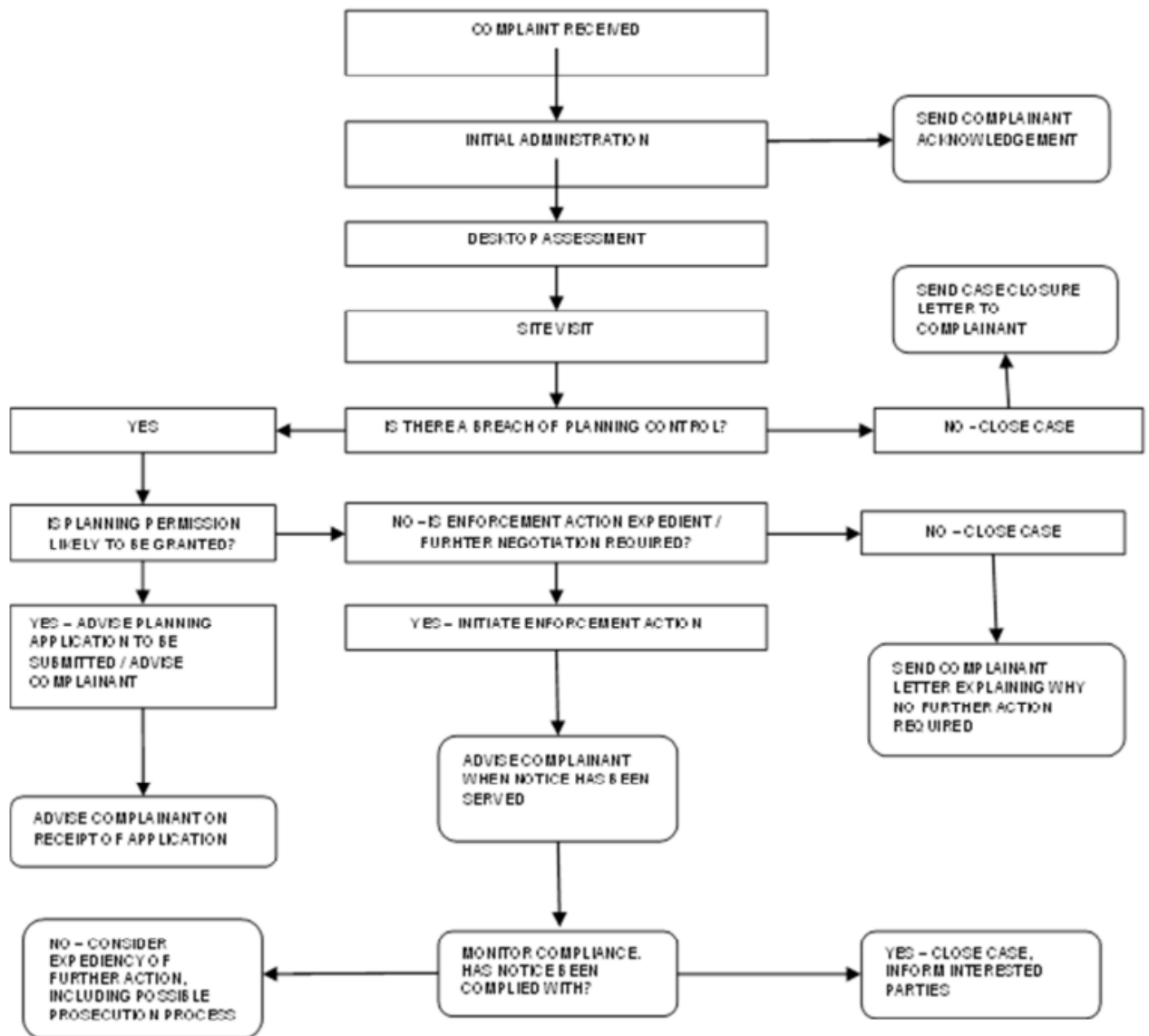
The following types of breaches are not investigated:

- Neighbour boundary disputes;
- Property and land ownership issues;
- Persistent complaints that have previously been investigated and are considered to be resolved;
- Breaches of covenants between landowners or trespass issues;
- Malicious, spurious, or vexatious reports;
- Loss of views;
- Competition between businesses;
- Perceived reduction in land or property value.

The Flowchart below shows the process followed by the Service when a complaint is received:



Planning Enforcement Procedures Flowchart



Planning enforcement can be a lengthy process, especially if formal action is required. However, the Service commits to the following timescales in the Enforcement Plan:

- Register and acknowledge 90% of enquiries within three working days of receipt;
- Visit 90% of high priority cases no later than two working days of receipt;
- Visit 80% of other cases within 14 working days of acknowledgement;
- Inform the person(s) who have reported concerns of our decision or provide an update within 56 days (eight weeks) of our acknowledgement.

The Council will only take formal enforcement action when it is considered expedient (i.e. in the wider public interest) to do so and if agreed by the Head of Legal and Governance. Formal enforcement action cannot be instigated solely to regularise breaches in planning control which are acceptable on their planning merits. If there is a breach which causes harm but can be easily remedied, Officers attempt to negotiate with the owner/occupier to agree the required action and reasonable timescale for compliance. At this point, Officers explain that if no remedial action is taken it will consider formal enforcement action.



The term 'expediency' within planning enforcement means an assessment as to whether the harm caused by a breach of planning control unacceptably affects the public interest. In making this assessment, Officers will gather information regarding the nature and scale of the breach and will then determine whether it unacceptably affects public amenity and / or the built or historic environment.

Officers seek to work with those in breach to voluntarily resolve contraventions and to avoid formal action having to be taken. When this is not possible or appropriate, and it is considered expedient to take formal action to resolve a breach, the enforcement tools available are summarised in the appended Enforcement Plan and include:

- No action;
- Enforcement Notice;
- Breach of condition notice;
- Listed building enforcement notice;
- Listed building and conservation area prosecution;
- Temporary stop notices and stop notices;
- Court injunction;
- Direct action;
- Section 215 notice;
- Advertisement prosecution;
- Article 4 direction.

4. PERFORMANCE & CAPACITY

The Enforcement Team currently benefits from an additional 6-month temporary resource in the form of a full-time experienced agency staff member. This post runs from October 2023 to March 2024 and it is aimed to utilise this resource to provide additional capacity in the short-term to address the current backlog in cases.

The current outstanding cases (at November 2023) for both full-time and temporary staff are as follows:

	Outstanding Cases
West	203 (of which 15 are ready to close)
East	188 (of which circa 50 are ready to close)
Temporary	55

As can be seen above under Section 3, the Service has seen a significant increase in cases since 2021. Over this same timeframe there have been incidences of staff absence (through resignation / delays in recruitment and sickness). The output of this has been a cumulative increase in the backlog over time. It is however important to highlight that many of these cases have been subject to site visits and first stage assessment.

The Enforcement Team, with support from the Development Manager and Development Management Team Leaders, are focusing on clearing cases and reducing the overall backlog over the coming months and expect to see the impact from the additional temporary resource to result in a notable reduction in cases by February / March 2024.

In terms of performance, the table below shows the QBR monitoring to the end of October 2023. The acknowledgment function of the Service is operating well with 100% of enquiries acknowledged within 3 working days of receipt. High priority cases are usually visited within the required priority timescale and complainants are mostly contacted within 56 days.



Measure	Description	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2023/24	Target
EF1	Enquiries acknowledged within 3 working days of receipt - %	100%	100%	100%	100%	97%	100%	100%						100%	90%
EF2	High Priority cases visited within 2 working days - %	*	*	100%	100%	*	0%	67%						67%	100%
EF3	All other cases visited within 14 working days - %	20%	22%	38%	24%	24%	13%	52%						28%	80%
EF4	Complainant updated or informed of decision within 56 days - %	100%	100%	100%	100%	86%	100%	100%						98%	100%

The area of concern is the ability of the Team to visit all other cases, i.e., the majority of complaints, within 14 days of receipt. In discussing the reasons for falling significantly below this target with Officers, there are clearly challenges for 2 officers covering the whole District to effectively visit sites which could be anywhere within a wide geographical area. The Officers would ideally group visits together to be more efficient, however this cannot usually fall into a 14-day timescale for all sites.

The Table below sets out benchmarking data for enforcement action taken by planning authorities in the Southwest. This covers a 2-year period (to the end of June 2023):

Table P130: District planning authorities: enforcement action, Year ending June 2023

Planning authority	Enf notices issued	Stop notices issued	TSN issued	BoC notices served	PCN notices served
England	3726	56	181	656	3238
National Parks	80	0	3	14	57
Cornwall	71	1	0	13	259
Bournemouth, Christchurch and Poole	19	0	0	2	18
Wiltshire	17	0	1	0	26
Torridge	12	0	0	2	50
Exeter	10	0	0	0	0
Mendip	9	0	0	0	6
North Somerset	8	1	1	5	17
Somerset West and Taunton	8	0	1	0	0
South Somerset	8	1	3	4	8
West Devon	8	0	0	0	11
Dorset	7	0	0	4	59
East Devon	7	0	0	0	0
Teignbridge	6	0	0	1	3
Plymouth	5	0	0	2	15
South Hams	5	0	0	1	23
Dartmoor National Park	5	0	0	0	3
Exmoor National Park	3	0	0	2	1
Sedgemoor	3	0	0	6	7
Mid Devon	1	0	0	3	17
Torbay	0	0	0	0	0
North Devon	0	0	0	0	1
Isles of Scilly	0	0	0	0	4

The data above shows that the Torridge Enforcement Team is performing well in terms of action taken, with a significantly greater level of formal proceedings progressed. Although, it should be noted that the starting point for any enforcement case is negotiation, and this ideally leads to matters being resolved without the need for formal action being taken. Therefore, the level of enforcement action taken is not necessarily a measure of success and whilst the figures above provide a helpful comparison with other authorities, the enforcement process can be complex with cases often being considered over a significant period.



The Service is also performing well in terms of success at appeals made against the serving of enforcement notices, with 100 % of decisions going in favour of the Council over the past 2 years.

5. MOVING FORWARD

The Levelling-up and Regeneration Bill received Royal Assent in October 2023, formally becoming an Act of Parliament (law). Now known as the Levelling-up and Regeneration Act 2023 ('LURA'), it contains primary legislation that covers a broad range of topics associated to the Government's levelling up agenda.

The LURA makes several changes to the planning enforcement regime, most notably:

- Extending the current four-year time limit for a breach of operational development to ten years;
- Extending the duration of temporary stop notices from 28 to 56 days;
- Introducing temporary stop notices for listed buildings;
- Introducing a new "Enforcement Warning Notice" to highlight where the local planning authority considers that there is a breach of planning control but whereby it is considered that there is a reasonable prospect that planning permission would be granted, offering a period for a planning application to be submitted;
- Restricting the opportunity to appeal against enforcement notices and introducing measures to manage undue delays in appeal proceedings introduced by appellants;
- Increasing the scale of financial penalties for non-compliance with breach of conditions and non-compliance with s215 notices; and
- Introducing ability for the Secretary of State to provide relief from enforcement for a breach of conditions for development relating to national defence, preventing or responding to civil emergencies or significant disruption to the economy.

Against this emerging context, the Service's procedures together with the Enforcement Plan are currently being reviewed with the following actions / considerations taking place:

- Creation of templates to encourage the front loading of complaints, with the Planning Support Team briefed on their use.
- Development of templates to issue to complainants to make replying/closing cases more efficient.
- Monthly meetings with the Council's Legal Team to ensure things are taken through to court where necessary and appropriate, and make sure the teams are working effectively together (started in November 2023)
- Updating the Enforcement Plan to:
 - Bring in line with new changes following LURA
 - Lower expectations for minor breaches and enabling earlier shutdown of cases
 - Extending time periods expected for minor breach site visits (if necessary, at all)
- To review staffing and procedures to establish whether efficiencies can be made and whether additional resource is required in the longer term and, if so, in what form.
- To continue to engage with Members and Parish Councils through CPD and attendance at Parish meetings to explain the enforcement process.



6. IMPLICATIONS

Legal Implications

The Enforcement Service is discretionary but must operate within the realms of the relevant Acts and policy guidance. The Service has monthly meetings with the Council's Legal Team. Progressing any case through to formal legal action must be agreed by the Head of Legal and Governance.

Financial Implications

The current temporary resource is in addition to the agreed budget for the Service. There are costs associated with progressing any case through to prosecution.

Human Resources Implications

The Service benefits from a current temporary resource to support clearing the backlog in cases. The Enforcement Plan and procedures are being reviewed

Sustainability/Biodiversity Implications

The principles of sustainability are embedded in national and local planning policy and decisions around expedience have regard to this. Biodiversity enhancement and net gain are frequently requirements of planning permissions and mandatory net gain will require ongoing monitoring of compliance.

Equality/Diversity

Planning Enforcement activity and the associated outcomes have the potential to impact on the day-to-day lives of individuals and communities. Consideration of equality is embedded into the process to ensure that it is given due consideration.

Risk Management

Risk assessment is used to inform the activities of the Planning Enforcement Team, particularly in terms of site visits.

Compliance with Policies and Strategies

The Council's approach to Planning Enforcement is in line with the provisions of the Planning Acts and national planning policy and guidance. The Service endeavours to meeting the standards set out in the adopted Enforcement Plan.

Data Protection (GDPR) Implications

Enforcement complaints are treated confidentially, and complainant's details are not made public.

Climate Change

Not directly relevant to this Agenda Report.

Lead Member Views

Councillor Lock, Lead Member for Planning

'An excellent and full report which fully explains what can sometimes be complicated, long and frustrating processes. We are already seeing the benefit of having an extra officer for six months with older cases being determined and relevant parish councils being informed. It is important to note that Torridge perform well on enforcement issues in comparison with other district councils. I would like to see this report circulated to all parish/town councils to enable the enforcement process to be fully understood.'

7. CONCLUSIONS

The Planning Enforcement Service has seen an increase in annual complaints over the past 3 years, which has resulted in a backlog in cases. Notwithstanding this, the Service is



performing well compared to other authorities in the Southwest. A temporary 6-month full-time officer has been appointed to support the clearance of cases and the adopted Enforcement Plan is being reviewed to introduce improved procedures.

8. RECOMMENDATIONS

That Members of the Committee note the statutory requirements relating to planning enforcement and the service improvement proposals currently being developed. It is suggested that the Planning Manager reports again to this Committee in the Spring to update on progress.

SUPPORTING INFORMATION

Consultations: Councillor Lock, Lead Member for Planning

Officers Consulted: Senior Management Team

Contact Officer: Helen Smith, Planning Manager

Background Papers: Torridge District Council Enforcement Plan (October 2019); available at: https://torridge.gov.uk/media/19634/TDC-Enforcement-Plan-2019/pdf/TDC_Enforcement_Plan_2019.pdf?m=63706753113160000

North Devon & Torridge Local Plan 2011-2031; available at: <https://torridge.gov.uk/localplan>

National Planning Policy Framework 2023; available at: <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

Planning Practice Guidance: Enforcement and post-permission matters; available at: <https://www.gov.uk/guidance/ensuring-effective-enforcement>

Levelling-up and Regeneration Act 2023; received royal ascent 26th October 2023; available at: <https://www.legislation.gov.uk/ukpga/2023/55/contents/enacted>

Town and Country Planning Act 1990; available at: <https://www.legislation.gov.uk/ukpga/1990/8/section/171A>



Agenda Item 10

REPORT OF **The Planning Manager**
To: **Internal O&S**
Subject: **Affordable Housing Delivery**
Date: **12th December 2023**

PURPOSE OF REPORT: To provide an update on affordable housing delivery levels across Torridge District

1. INTRODUCTION

This Agenda Report seeks to set out the achievability of the affordable housing target set out within the North Devon and Torridge Local Plan (NDTLP), explains the required process for strategic viability assessment at plan-making stage to inform affordable housing levels, and advises of current opportunities and initiatives to increase affordable housing across the District.

2. NATIONAL POLICY & SOCIO-ECONOMIC CONTEXT

Torridge District is currently affected by an extremely challenging local housing market context with significant affordability issues. The area is seeing high house prices set against a low-wage economy, now coupled with high interest rates. This has been compounded by high rental prices with limited availability, in turn causing an increase in homelessness and families in temporary accommodation. This prevailing context leads to a lack of housing security triggering impacts on wider social-economic well-being.

The planning policy context for housing delivery is set nationally within the National Planning Policy Framework (NPPF) (2023). It requires at Paragraph 20 'to support strong, vibrant and healthy communities, by ensuring that a 'sufficient number and range of homes can be provided to meet the needs of present and future generations, Local plans should '...make sufficient provision for...housing (including affordable housing).' It further states at Paragraph 60 that 'to support the Government's objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay.'

It is important to understand the formal definition of affordable housing as set out in the NPPF Glossary (Annex 2), which is copied below:

'Affordable housing: housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:

a) **Affordable housing for rent:** meets all of the following conditions: (a) the rent is set in accordance with the Government's rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).



b) **Starter homes:** is as specified in Sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of plan-preparation or decision-making. Where secondary legislation has the effect of limiting a household's eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.

c) **Discounted market sales housing:** is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.

d) **Other affordable routes to home ownership:** is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement.

Further clarification on the make-up and form of affordable housing across the District, is set out in Section 4, 'What is Affordable Housing', of the adopted Supplementary Planning Document (SPD) on Affordable Housing, a link to which is provided in the 'Background Papers' Section below.

A verbal update on the scope of the term 'affordable housing' can be provided to Committee Members at the meeting, if required.

3. CURRENT LOCAL PLANNING POLICY POSITION

The Development Plan for Torridge District is the North Devon and Torridge Local Plan (NDTLP), which was adopted in October 2018. The NDTLP covers the period 2011-2031 and was recently subject to its statutory 5-year review, with the Joint Planning Policy Committee resolving at its October meeting that it remains up-to-date and suitable for decision making.

The NDTLP plans for growth and includes a requirement over and above the baseline housing need (based upon robust technical evidence). It establishes a supply of housing significantly above the identified requirement (17%+) and distributes housing development opportunities across a wide range of northern Devon's communities, both rural and urban. The policies contained within the NDTLP seek to influence housing mix (types, sizes and tenures) and aim to maximise affordable housing delivery within viability and to prioritise affordable housing that best meets local needs. The NDTLP also provides policies to help meet identified housing needs in rural areas, including housing for rural workers and seeks to match housing growth with employment opportunities and infrastructure provision.

Policy ST18 of the NDTLP sets a requirement of 11 or more dwellings to provide on-site delivery of affordable housing equal to 30% of the number of the dwellings on site. The NDTLP affordable housing triggers were subsequently superseded by the NPPF, which indicates at Paragraph 64 that 'provision of affordable housing should not be sought for residential developments that are not major developments, other than in designated rural areas (where policies may set out a lower threshold of 5 units or fewer)' – the NPPF defines major developments for housing as 'development where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more.' Affordable housing is sought at a tenure



split of 75% social rent and 25% intermediate. Policy ST18(5) states that *'negotiation to vary the scale and nature of affordable housing provision, along with the balance of other infrastructure and planning requirement, will be considered on the basis of a robust appraisal of development viability.'*

At the July 2022 Joint Planning Policy Committee, Members resolved to adopt a Supplementary Planning Document (SPD) on Affordable Housing. The adopted SPD recognises at paragraph 1.11 (d) that *'identification of the factors which impact site viability and may reduce the amount of affordable housing sought and the mechanisms that will be used to assess financial viability.'*

The SPD acknowledges that the NDTLP is informed by wide ranging evidence (most notably in respect of affordable housing is the North Devon and Torridge Housing and Economic Needs Assessment (HENA) and the North Devon and Torridge Housing Economic Viability Assessment) and confirms that this evidence base justified the level of sought affordable housing (30%) on qualifying sites and the tenure mix (75% social rented and 25% intermediate accommodation), referencing NDTLP Policy ST18. Section 9 of the SPD considers 'Assessing Financial Viability', recognising the provisions within Clause (5) of Policy ST18.

The SPD recognises other infrastructure and planning requirements which need to be considered, including contributions for both education and open space. Paragraph 9.3 of the SPD states: *'if a lack of viability requires a choice to be made between the required level of affordable homes and other planning requirements, the Council will make that decision on a case-by-case basis. The decision will be based on the prioritised needs of the site and the local area.'*

The NDTLP Inspectors Report noted at paragraph 133 that: *'Subject to the above thresholds, Policy ST18 seeks the provision of 30% of all dwellings on site to be affordable, with on-site provision required and off-site delivery or financial contributions of broadly equivalent value only considered if on site provision is demonstrably undeliverable. This proportion is based on the assessment of affordable need in the HEDNA (CE21) and has been tested for viability through the studies undertaken of economic viability of housing development (CE23 and 24).'* It is interesting to note that an upper target of 40% affordable housing was discounted based on such a level being likely to prohibit growth.

Regarding the viability assessment evidence base informing the preparation of the NDTLP, the Inspector recognised at Paragraph 134 that: *'the requirement for 30% provision of affordable housing is generally higher than the levels which were achieved in the years from 2011 – 2015 which range between 15% - 34%, giving an average delivery of 26% (CE6 para 3.1). The question therefore arises as to whether it is reasonable to set the level at 30% when this has not yet been achieved in the early part of the plan period.'* At paragraph 135 of her report, she further commented: *'there will inevitably be locations in which housing values are lower, or where there are significant levels of development cost in terms of the provision of infrastructure or site remediation, in which residential development would not be viable with a provision of 30% affordable housing. However, any reduction in the overall requirement in the Policy is likely to further reduce the overall average that can be achieved across the plan area as a whole. Furthermore, any attempt to address such variations on a site-by-site basis in the Plan policies would require a disproportionate level of detail.'* In conclusion, the Inspector accepted a Plan wide figure of 30% affordable housing target as an aspirational figure for residential development above the relevant Policy thresholds noting that to address variation in housing values or site development costs, there is provision within Policy ST18 for the proportion of affordable housing to be negotiated based on a site-specific development viability appraisal.



4. AFFORDABLE HOUSING LEVELS SECURED ON PLANNING PERMISSIONS ACROSS THE DISTRICT

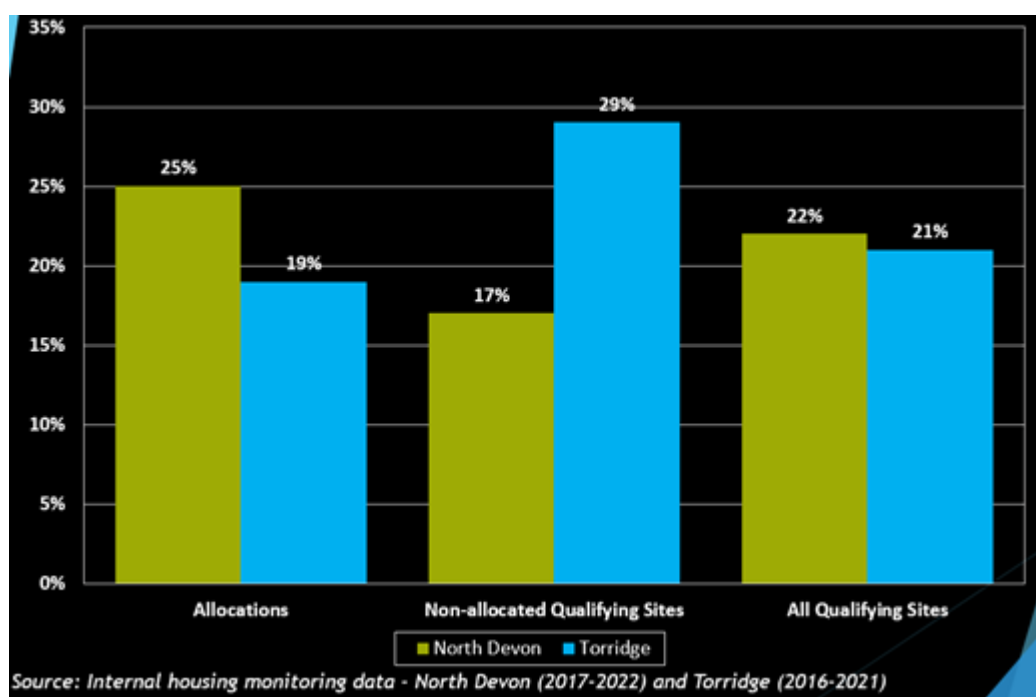
The recent statutory 5-Year Review of the NDTLP using the Planning Advisory Service (PAS) toolkit has considered viability and affordable housing.

Of note, the BCIS All-in Tender Price Index has seen a 10.9% increase since adoption of the plan (Nov 2018 – Aug 2022), with a 64.1% increase over the wider plan period to date (May 2011 – Aug 2022). In recognising the increasing costs associated with site delivery, it is also apparent that the strength of the local housing market is enabling many qualifying housing sites to deliver fully compliant schemes.

Clearly, while viability is an important consideration, the NDTLP enables the delivery of suitable sites for development having regard to site-specific issues and market conditions that would impact viability. The Local Planning Authority seeks to ensure policy requirements to the maximum extent, while enabling delivery on allocated and other appropriate sites.

The NDTLP, reflecting guidance in the NPPG, allows for a consideration of site viability to enable housing delivery. In considering proposals which are not policy compliant, the Local Planning Authority seeks to ensure maximum gains can be achieved, without prejudicing delivery, which includes ensuring viability appraisals are up to date at the point of decision making and where appropriate review mechanisms are put in place. The recently adopted SPD includes, at paragraphs 9.13 and 9.14, a mechanism to secure an overage clause to allow for a review of the required level of affordable housing as development progresses. The SPD limits such a mechanism to large housing developments of 100 units or more, or those to be delivered in a phased manner.

The toolkit analysis refers to an assessment of housing development, prepared in summer 2021, which identified that from 2016, 58% of sites in Torridge District eligible for requiring affordable housing secured policy-compliant levels of provision, achieving on average across all eligible developments a provision of 21% rather than the 30% policy requirement. The graph below illustrates this provision and compares with the levels secured within North Devon District.



The NDTLP HEDNA sets out an estimated annual level of Affordable Housing Need of 345 dwellings per annum (across northern Devon). In setting the 30% target, it was recognised that given the scale of need, such could not be delivered by the planning system alone.

Where non-policy compliant schemes are proposed, based on expected contributions, submitted viability evidence is subject to independent scrutiny. A review of non-compliant sites has indicated that the general basis for schemes not achieving the 30% requirement related to the nature of the site, significantly when brownfield/regeneration sites and in respect of greenfield sites, unforeseen abnormal costs and particularly on strategic sites, the need for significant infrastructure.

Of note in Torridge District, more recent policy compliant proposals are coming forward, including on part of two strategic allocations (BID01: Bideford West Urban Extension – 750 dwellings (225 affordable homes) and NOR02: Site West of Buckleigh Road - 400 dwellings (120 affordable homes)) and further schemes have resulted in affordable housing uplifts consequent of the viability being re-appraised and challenged through independent review. A housing development in Bradworthy saw a significant change in viability over a 6-month period and on further assessment by the external advisor. This demonstrates the impact of market conditions at a point in time. The Local Planning Authority has secured policy compliant levels of affordable housing at sites in Winkleigh (23 affordable homes), Dolton (9 dwellings), Shebbear (6 dwellings) and St Giles on the Heath (3 dwellings). Officers are also in consultation with Ward Members on sites where there are viability issues requiring decisions to be made around priorities for Section 106 obligations, e.g., affordable housing or education or public open space.

There are significant brownfield sites which have come forward with zero affordable housing, most notably the Brunswick Wharf site in Bideford and the former Great Torrington Creamery and Meat factory sites, however the benefits associated with the redevelopment of these sites was considered to outweigh the lack of affordable housing. A further application of note is the Wooda Road, Appledore site (subject to allocation NOR07), which benefits from outline and reserved matters permission for residential development and is currently under construction. The associated viability appraisal demonstrated that the development was unable to provide any affordable housing due to abnormal development costs. This site is greenfield however unable to deliver on-site drainage attenuation which resulted in the need for a requisition of a new surface water sewer over a considerable distance. The Local Planning Authority did, however, secure a policy compliant level of affordable on the remainder of the allocation on the basis that this development could benefit from the infrastructure that had been put in place.

The NDTLP includes a Policy (ST19) which allows for the delivery of affordable housing on Exception Sites at Local centres, Villages and Rural Settlements. There has been limited take-up of this policy provision due to there being periods of time when the Council could not demonstrate a five-year housing land supply, thus enabling consideration of sites outside of development boundaries for open market development.

A further source of affordable homes is via the Homes England funding which operates outside of the planning system. There are currently sites in Great Torrington, Bideford and Northam that are delivering affordable housing via this route.

In terms of completions on sites, the Council's Housing Land account provides the following data:



Year	Dwelling Completions (net)	Affordable Dwelling Completions (net)
2015/16	368	42
2016/17	332	25
2017/18	231	10
2018/19	256	39
2019/20	275	21
2020/21	130	11
2021/22	193	48
2022/23	324	20
2023/24*	192*	29*

* Figures only up to September 2023

As of September 2023, the Housing Land Account records show 87 affordable dwellings are under construction, with a further 381 not started. It should be noted however that the 'not started' figure is likely to be an underestimate as the Council can only log them once they received full permission or reserved matters consent, and not simply on the grant of outline consent; recognising that details of the affordable plots (i.e., specific plot numbers, bed spaces, tenures) are not usually known at the outline stage.

The tenures of the outstanding affordable dwellings that are recorded in the Housing Land Account are as follows:

Tenure	Under Construction	Not Started
Affordable Rent	4	2
Social Rent	65	231
Shared Ownership	15	63
Intermediate Housing (TBC)	3	29
Discount Open Market	0	5
Not yet recorded	0	51

5. AFFORDABLE HOUSING APPROACH FOR THE NEW LOCAL PLAN & WIDER OPPORTUNITIES FOR DELIVERY

Notwithstanding the confirmation that the NDTLP continues to provide an effective tool for managing development coming forward across northern Devon, remaining broadly aligned with the provisions of national planning policy, both Torridge and North Devon Councils have resolved to move forward with the preparation of a new Joint Local Plan.

Housing delivery will be a key focus of the new Local Plan and some initial thought has been given to the following principles being used to inform emerging policies and the approach to strategic viability assessment and affordable housing:

- As per the recommendation in the PAS toolkit review, early, further analysis of the basis for the under-delivery against the NDTLP Policy ST18 target of 30% would be beneficial to inform the strategic viability assessment (SVA) for the new Local Plan. Further analysis would be beneficial to provide a comparable period across the two Councils, and to provide a more detailed understanding of the basis for the acceptance of less than 30% affordable housing on qualifying sites. An analysis of recent applications would assist with the indication of trends.
- The advice and input of local partners, particularly those with knowledge of the local market and development economics, and those who will be involved in delivering the



plan, should be sought at each stage. It is incredibly positive that the appointed Housing and Economic Land Availability Assessment (HELAA) Panel includes a viability expert so the very early site assessment stage can benefit.

- The SVA should be seen as part of the wider collaborative approach to plan-making and a tool that will assist with the development of plan policies, rather than a separate exercise.
- The approach to assessing plan viability should recognise that it can only provide high level assurance that the policies within the plan are set in a way that is compatible with the likely economic viability. It cannot guarantee that every development in the plan period will be viable, only that the plan policies will be viable for enough sites upon which the plan relies to fulfil its objectively assessed needs.
- In making local judgements, the Councils will need to strike a balance between the policy requirements they deem necessary to provide for sustainable development and the realities of economic viability. Except for possibly in the highest value areas, it is unlikely that all policy aspirations will be capable of being realised, once a realistic account is taken of the costs associated with those aspirations alongside regulatory and statutory compliance.
- Viability evidence should be used to test early policy options to ensure that requirements are aspirational but deliverable. The retrofitting of viability evidence to support planning policies that have already been chosen should be avoided. Therefore, viability evidence should be commissioned in the early stages of the process so proper consideration can be given at the policy options stage.

A key piece of evidence to inform the new Local Plan is the Housing and Economic Development Needs Assessment (HEDNA) which must be fully detailed and used to fully understand the context and opportunities. It is crucial that the new Local Plan seeks to deliver the right number of homes in the right places and that it maximises affordable housing delivery. The HEDNA evidence base will inform the type of housing – sizes and tenures – that is needed across the District and will also consider particular needs, e.g., accessible and adaptable homes, older persons accommodation, keyworkers, rural communities etc.

The preparation of a new Local Plan does provide an opportunity to consider other innovative way to facilitate housing delivery, including affordable housing. For example:

- diversifying the supply chain - exploring approaches and opportunities to support Small-Medium Enterprise builders and considering public sector delivery
- Considering support for community-led, self and custom-build housing
- Facilitating key worker and local employer housing
- Restricting occupation - principal residency provisions
- Learning from best practice elsewhere, for example Cornwall has a high rate of delivery of 'Rural Exception Sites', what approach have they taken to achieve this?

In the short-term, the following activities are in place / being implemented to facilitate affordable housing delivery:

- Community Land Trusts (CLT) – Officers are working with Middlemarch to engage with Parish Councils to encourage landowners to come forward with land for affordable housing, possibly via a CLT. All Parish Councils are being contacted to invite them to presentations in the new year, to be given by Middlemarch, which will set out the CLT process. Expressions of interest will be invited with support and advice being given to any interested areas.
- Registered Providers (RPs) – Officers have regular meetings with the main local RPs to discuss their current and proposed activity in the District. Requests to amend legal



agreements to facilitate occupation of affordable homes (where considered acceptable) are dealt with as quickly as possible.

- Homes England – Officers have quarterly meetings with Homes England to discuss funding opportunities and sites that may qualify for their input. The Council is consulted on proposals for additional affordable housing (outside of the planning system).
- Engagement with other TDC Housing Teams – regular engagement with the Housing Options Team.
- Viability testing on planning applications and engagement with RPs at application stage – the Local Planning Authority seeks external specialist advice to review and challenge viability appraisals submitted with planning applications to ensure maximum levels of affordable housing are achieved.
- Ward Member engagement on planning applications – to ensure the needs of communities are met when there are viability issues.
- Enabling Officer – the Council will soon be recruiting a new Housing Delivery Lead, whose role will include affordable housing delivery across the District. Homes England’s Affordable Housing Lead has provided support with the job description and agreed to provide mentoring support to the appointed person.
- Housing Strategy – the development of a Council-wide Housing Strategy will include provisions for optimising affordable housing delivery.

6. IMPLICATIONS

Legal Implications

No specific implications.

Financial Implications

No specific implications.

Human Resources Implications

A new Housing Delivery Lead post is being developed (previously ‘Strategic Enabling Officer’) to drive affordable housing across the District. This post needs to be subject to the job evaluation process and will then be subject to a recruitment process.

Sustainability/Biodiversity Implications

No specific implications.

Equality/Diversity

Planning activity and the associated outcomes have the potential to impact on the day-to-day lives of individuals and communities. Consideration of equality is embedded into the process to ensure that it is given due consideration.

Risk Management

No specific implications.

Compliance with Policies and Strategies

The Council’s approach to affordable is in line with the provisions of the Planning Acts and national planning policy and guidance.

Data Protection (GDPR) Implications

No specific implications.

Climate Change

No specific implications.



Lead Member Views

Councillor Hodson, Lead Member for Housing:

'This report provides an insight into not only National and local planning policies for Affordable Housing Development but a picture of past delivery outcomes. More importantly it provides the current position of future developments and the opportunities to enhance the much-needed delivery of affordable homes.'

Councillor Lock, Lead Member for Planning:

'I was pleased to read that 21% of affordable homes are coming forward against a target of 30%, we must strive to improve this figure and the matter should be given top priority in the preparation of our new local plan.'

7. CONCLUSIONS

Analysis of qualifying planning permissions (to 2021) has shown that, on average, 21% of eligible housing developments are coming forward as affordable housing against an upper target of 30%. The position has improved in the last 2 years with an increase in policy compliant levels of affordable housing. There are proposals in place in the short-term, to optimise affordable housing delivery, and the issue will be carefully and appropriately considered through the preparation of a new Local Plan.

8. RECOMMENDATIONS

That Members of the Committee note the current position with affordable housing delivery across the District and the proposals in place to optimise affordable housing in the short-term and moving forward with a new Local Plan.

SUPPORTING INFORMATION

Consultations:	Councillor Lock, Lead Member for Planning Councillor Hodson, Lead Member for Housing
Officers Consulted:	Senior Management Team
Contact Officer:	Helen Smith, Planning Manager
Background Papers:	Affordable Housing SPD (July 2022); available at: https://torridge.gov.uk/media/24923/Affordable-Housing-Supplementary-Planning-Document-SPD/pdf/AH_SPD-compressed_locked.pdf?m=637945261830070000 North Devon & Torridge Local Plan 2011-2031; available at: https://torridge.gov.uk/localplan National Planning Policy Framework 2023; available at: https://www.gov.uk/government/publications/national-planning-policy-framework--2 Planning Practice Guidance: Viability; available at: https://www.gov.uk/guidance/viability Inspector's Report on the examination of the North Devon and Torridge Local Plan (11 September 2018); available at: https://consult.torridge.gov.uk/kse/folder/91958





SOCIAL VALUE POLICY

TORRIDGE DISTRICT COUNCIL

Torrige District Council Social Value Policy

Introduction

The Council recognises the important role it can play in enabling Social Value through its procurement activity. In 2022/2023 we spent approximately £10 million via our procurement activity. Through our approach to social value, we will integrate economic, environmental, and social sustainability into our procurement processes

Background

The Public Services (Social Value) Act 2012 came into force in January 2013 cementing the responsibilities of a contracting authority when procuring services contracts subject to public procurement regulations to consider the “economic, social and environmental well-being of the relevant area” in its procurement activity.

Torrige District Council intends to further commit itself to the Act by going beyond the Act’s requirements and implementing this policy into all aspects of its commercial and procurement activity where it is practicable to do so. In doing this, both the detail and spirit of the Act can be delivered in all council commercial and procurement activity.

What is Social Value?

Social Value has been defined as the additional benefit to the community from a commissioning/procurement process over and above the direct purchasing of goods, services, and outcomes.

The Public Services (Social Value) Act 2012 states: The authority must consider:

- (a) how what is proposed to be procured might improve the economic, social and environmental well-being of the relevant area
- (b) how, in conducting the process of procurement, it might act with a view to securing that improvement.

In order to really deliver social value and have it fully embedded and considered; commissioners must move away from just considering the core service being delivered by a supplier to one that recognises the overall value of outcomes delivered.

Why is Torrige District Council doing this?

Requiring suppliers to deliver social benefits while they deliver the main element of their contract means that there is a magnified benefit for the Council. Incorporating social value into our commissioning and procurement process is not difficult and can make a tangible difference to people in the community, to service delivery and to the council’s spending plans, in line with the Strategic Plan 2023 – 2028 and the Devon Districts Procurement Strategy 2023 – 2027.

Torridge District Council Social Value Policy

Key Benefits

- Better Value for Money delivering more for the public pound by requiring your suppliers to do more than 'just' deliver the core services
- Increase local spend by rewarding organisations that are local or have a local supply chain, especially Small and Medium Sized Enterprises (SME's) and Voluntary, Community and Social Enterprises (VCSE's)
- Increase opportunities for disadvantaged people and promotes social mobility
- Promotes a responsible supply chain by requiring businesses to compete
- Leads to a cleaner, greener environment
- Builds stronger more resilient communities
- Leads to greater innovation and long-term thinking



Torridge District Council Social Value Policy

Policy and Legislative Context

This Social Value Policy fully supports the Council's Strategic priorities:

<p>Local Economy</p>	<p>Being ambitious & responsive to inward investment for new emerging sectors & technologies. Encourage aspiration & facilitate growth to create a thriving economy with quality jobs. Revitalising & repurposing Town Centres to meet changing needs. Support rural diversification and development where possible. Promote & support opportunities for better employment through improved training, skills, education & apprenticeships. Support businesses and the local economy district wide.</p>
<p>Communities, Health and Housing</p>	<p>Increase the availability and quality of homes to meet local needs. Improve physical and mental health outcomes and reduce health inequalities while promoting active, culturally enriched & healthy lifestyles. Work in partnership to reduce crime so people feel safe and secure in their communities.</p>
<p>Our Environment our future</p>	<p>Align the Council's activities to meet the carbon neutral operational target of 2030. Deliver clean, well maintained and managed streets, parks and open spaces. Provide high-quality planning and development services. Monitor & manage coastal and flood defences taking appropriate actions in partnerships with relevant bodies. Waste minimisation and increase reuse & recycling.</p>
<p>Our Council</p>	<p>Provide clear, effective communication and be easily accessible. Deliver quality services to business and residents; understanding what matters to our customers. Be proactive in considering commercial opportunities to secure our financial future while supporting "local" whenever possible. Develop Torridge to be a great place to work and build a career.</p>

Delivery

In practice this Policy will be applied as follows: -

- (i) As a minimum, all procurements over £50,000 will be required to include social value metrics as a part of the scoring and evaluation process. However wherever possible to do so, procurements below this value should also seek social value benefits from contracts.
- (ii) The standard weighting for social value will be a minimum 10% of the overall evaluation score and where it is feasible, this may be higher.
- (iii) The National Themes, Outcomes and Measures (TOMs) measuring tool as agreed by the Local Government Association will be used to capture social value offers from bidders to ensure offers can be evaluated in an open, fair and transparent way.
- (iv) An appropriate selection from the list of (peer reviewed) measures that have been approved by the Council will be used for each relevant procurement exercise. The

Torridge District Council Social Value Policy

measures can be adapted to suit the contract and other measures are available if none are deemed to be suitable – contact the Procurement Officer for advice and assistance.

- (v) All Social offers received MUST be local and of benefit to the District of Torridge
- (vi) Once a procurement exercise is concluded, the responsibility for ensuring the committed social value benefits are actually delivered, will fall to those officers responsible for contract management of that individual contract.

Review

Torridge District Council will periodically review its Social Value Policy. In doing so, it will take account of any changes in Legislation pertaining to the Public Services (Social Value Act) 2012, the Local Government Act, Procurement Regulations and any changes to the Council's priorities when it is reviewed.

Torridge District Council – Themes, Outcomes & Measures (TOMS) for Social Value

Theme	Outcome	Ref	Measures - Proposed Minimum Requirements	Units	Proxy Value
Jobs <i>Promote local skills and employment</i> Page 30	More local people in employment	NT1	No. of full time equivalent direct local employees (FTE) hired or retained for the duration of the contract	No. people FTE	£26,537
	More opportunities for disadvantaged people	NT3	No. of full time equivalent local employees (FTE) hired or retained on the contract who are long-term unemployed (unemployed for a year or longer)	No. people FTE	£20,429
		NT4	No. of full time equivalent local employees (FTE) hired on the contract who are NOT in Employment, Education, or Training (NEETs)	No. people FTE	£20,496
		NT5	No. of full time equivalent local employees (FTE) aged 18+ years hired on the contract who are rehabilitating or ex-offenders.	No. people FTE	£24,269
		NT6	No. of full time equivalent disabled local employees (FTE) hired or retained on the contract	No. people FTE	£16,605
	Improved skills	NT8	No. of staff hours spent on local school and college visits supporting pupils e.g. delivering career talks, curriculum support, literacy support, safety talks (including preparation time)	No. staff hours	£16.93
		NT9	No. of weeks of training opportunities (BTEC, City & Guilds, NVQ, HNC - Level 2,3, or 4+) on the contract that have either been completed during the year, or that will be supported by the organisation until completion in the following years	No.weeks	£317.82
		NT10	No. of weeks of apprenticeships or T-Levels (Level 2,3, or 4) provided on the contract (completed or supported by the organisation)	No.weeks	£251.79
	Improved skills for disadvantaged people	NT11	No. of hours of 'support into work' assistance provided to unemployed people through career mentoring, including mock interviews, CV advice, and careers guidance	No. hrs (total session duration)*no.	£105.58
	Improved employability of young people	NT12	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	No.weeks	£194.50
		NT13	Meaningful work placements that pay Minimum or National Living wage according to eligibility - 6 weeks or more (internships)	No.weeks	£194.50
	Growth <i>Supporting growth of responsible regional business</i>	More opportunities for local MSMEs and VCSEs	NT15	Provision of expert business advice to VCSEs and MSMEs (e.g. financial advice / legal advice / HR advice/HSE)	No. staff expert hours
NT17			Number of voluntary hours donated to support VCSEs (excludes expert business advice)	No. staff volunteering hours	£16.93
NT19			Total amount (£) spent through contract with LOCAL SMEs	£	0.60
Improving staff wellbeing and mental health		NT20	No. of employees on the contract that have been provided access for at least 12 months to comprehensive and multi-dimensional wellbeing programmes	No. employees provided access	£130.29

Torrige District Council – Themes, Outcomes & Measures (TOMS) for Social Value

<p align="center">Social <i>Healthier, safer, and more resilient Communities</i></p>	Crime is reduced	NT24	Initiatives aimed at reducing crime (e.g. CCTV, lighting for public spaces, etc.)	£ invested including staff time	£1.00
	Creating a healthier community	NT25	Initiatives to be taken to tackle homelessness (supporting temporary housing schemes, etc)	£ invested including staff time	£1.00
		NT26	Initiatives taken or supported to engage people in health interventions (e.g. stop smoking, obesity, alcoholism, drugs, etc) or wellbeing initiatives in the community, including physical activities for adults and children.	£ invested including staff time	£1.00
	Vulnerable people are helped to live independently	NT27	Initiatives to be taken to support older, disabled and vulnerable people to build stronger community networks (e.g. befriending schemes, digital inclusion clubs)	£ invested including staff time	£1.00
	More working with the Community	NT28	Donations and/or in-kind contributions to specific local community projects (£ & materials)	£ value	£1.00
<p align="center">Environment <i>Decarbonising and safeguarding our World</i></p>	Carbon emissions are reduced	NT31	Savings in CO2 emissions on contract achieved by de-carbonisation (ie a reduction of the carbon intensity of processes and operations, specify how these are to be achieved) against a specific benchmark	Tonnes CO2e	£244.63
		RE37	Carbon emission reductions through reduced energy use and energy efficiency measures - building operations - (e.g. REEB benchmark, RIBA Climate Challenge)	Tonnes CO2e	£244.63
		RE37a	Carbon emission reductions through increased use of renewable energy - building operations - (e.g. REEB benchmark, RIBA Climate Challenge)	Tonnes CO2e	£244.63
	Safeguarding the natural environment	NT67	Donations or investments towards initiatives aimed at environmental and biodiversity conversation and sustainable management projects for both marine and terrestrial ecosystems	£	1.00
		NT85	Resources (on the contract) dedicated to creating green spaces, improving biodiversity or helping ecosystems	£ invested	£1.00
		NT87	Total volume of reduced plastics against relevant benchmark	Kilos	£158.02
	Air Pollution is reduced	NT33	Car miles driven using low or no emission staff vehicles included on project as a result of a green transport programme	Miles driven	£0.03
	Reduce efficiency and circular economy solutions are promoted	NT88	Reduce waste through reuse of products and materials	Tonnes	£96.70

OVERVIEW & SCRUTINY (INTERNAL) COMMITTEE – FORWARD PLAN 2023/24

Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5	Cycle 6	Cycle 6A	Cycle 7	Cycle 8
20 June 2023	25 July 2023	12 Sept. 2023		7 Nov. 2023	12 Dec. 2023	6 Feb. 2024 Budget Special	19 Mar. 2024	30 Apr. 24
10 am	6pm	10 am		6pm	10am	6pm	10am	6pm
QBR 4 Annual Report Social Value Setting forward plan	Internal O/S work programme Setting up of Social Value Task & Finish WG Census report and to show benchmarking against others (JW)	QBR 1 Work Programme Update from Climate & Sustainability Officer of 2030 Carbon Neutral Target Social Value T&F Group agree ToR		QBR 2	Environmental Enforcement Workload / Capacity (PG) Planning Enforcement Workload / Capacity (HS) To report Strategic Asset Management Plan (JWy) Affordable Housing Levels (HS) Social Value (JW)	Review draft budget	QBR 3 Review of the QBR process (Include recruitment & retention)	Draft Estuary Strategy Social Value Policy Grounds Maintenance Review (2-year review)

KEEP UNDER REVIEW

Asset Management Plan
Housing Strategy (including empty homes policy)
Draft Northern Devon Economic Strategy
Empty Properties