

Disclosure Log West Devon Mar 2020

Ref	Subject Area	Request	Response	Response Date
1312776	Environment	<ol style="list-style-type: none"> 1. What is the name of your local authority? 2. How many reports of discarded needles has your local authority had in 2016/17, 2017/18 & 2018/19? 3. If possible, please provide examples of public places where these discarded needles in Q2 were found. 4. How many call outs for drug related litter has your local authority had in 2016/17, 2017/18 & 2018/19? 5. How many items of 'drugs related litter' were discovered by your local authority in 2016/17, 2017/18 & 2018/19? 	<ol style="list-style-type: none"> 1. West Devon Borough Council. 2. We do not have formal records of the number of discarded needles. 3. They have been found in public toilets (predominantly) and drains. All needle finds are dealt with immediately. 4. We do not hold this information. 5. We do not hold this information. 	02/03/2020
1324540	Environment	Could you please provide me with a list of all public screening events that the council are planning for Euro 2020 games.	There are currently NIL events planned.	03/03/2020
1333471	Human Resources and Payroll	Please could you provide the all job roles/titles and the salary associated with each role for employees working in the waste & recycling services and the housing sector. Alongside this please can you provide the headcount per job role/title.	The waste and recycling services are out on contract, and the Council transferred its housing stock in 1999. We therefore do not have in-house services for these functions.	03/03/2020
1339641	Finance	<p>For each of the financial years - 2016/17, 2017/18 and 2018/19, please provide figures for the following:</p> <ol style="list-style-type: none"> 1. The Council's total energy bill, including the cost of street lighting. 2. The Council's total printing bill. 	Spreadsheet available upon request.	03/03/2020

Ref	Subject Area	Request	Response	Response Date
1333263	Democratic Services	<p>Please provide:</p> <ol style="list-style-type: none"> 1. Copy of complete current local authority Register of Interest for all elected politicians. <ol style="list-style-type: none"> a) Also, historical registers of interest for current and former elected politicians. 2. Copy of the complete current local authority Gifts and Hospitality Registers for all elected politicians. <ol style="list-style-type: none"> a) Also, historical records of gifts or hospitality received for current and former elected politicians. 3. A separate register of interests that records those declared at meetings. <ol style="list-style-type: none"> a) Also, historical records of declarations that may not be published on your website. 	<ol style="list-style-type: none"> 1. Spreadsheet containing the Registers of Members Interests following the May 2019 District Election is available upon request. <ol style="list-style-type: none"> a) Registers from earlier Council terms have been deleted/destroyed. 2. To date this term no declarations have been made to the Hospitality Register. <ol style="list-style-type: none"> a) The Council no longer holds older data. 3. The Council does not operate a separate register of interests that records those declared at meetings. 	03/03/2020
1323789	Democratic Services	<p>For each calendar year from 2015-2019, how many of the following did the Council run:</p> <ol style="list-style-type: none"> 1. Non-statutory public consultations? 2. Non-statutory public meetings? 	Spreadsheet available upon request.	04/03/2020

Ref	Subject Area	Request	Response	Response Date
1324557	Property and Leisure	<p>Please provide me with a copy of the following: A list of facilities and spaces including: sport centres, leisure centres, swimming baths, gymnasiums, bowls greens, cricket greens, outdoor courts, and outdoor activity spaces, which have been transferred through a process of Community Asset Transfer and were previously owned by your local authority, during the last 25 years.</p>	<p>Various outdoor sport and recreation facilities have been leased to local sports clubs, towns and parish councils over the last few years. These facilities include; tennis courts, bowls greens and playing pitches. The transfers involve a long lease - up to 25 yrs., to allow external grant funding to be obtained. All management and maintenance obligations are passed to the club, local council in return for a peppercorn rent where appropriate.</p>	04/03/2020
1304747	Environment	<p>As a Brentor parishioner I request a breakdown of current costings involved in keeping the Brentor car park & public toilets open.</p>	<p>The 2018/19 costs for running Brentor toilets were as follows: Repairs & Maintenance - £1255 Water £249 Electric £354 Rates - £756 Cleaning - £1051</p> <p>Car Park rates - £3358.55</p>	04/03/2020

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1333240	Revenues and Benefits	<p>1. I would like to know, for each of the following tax years: 2016/17, 17/18, 18/19, 19/20 (up to now if possible): How many council tax accounts paid for their council tax by cash/cheque? How much was this as a proportion of total active accounts?</p> <p>2. Can you list the payment methods (if any) that would result in you automatically refunding an account if it were closed in credit?</p>	<table border="1"> <thead> <tr> <th>1. Year</th> <th>Cash Bills</th> <th>Total Bills</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>2016/17</td> <td colspan="3">Data not available</td> </tr> <tr> <td>2017/18</td> <td>6192</td> <td>25456</td> <td>24.3%</td> </tr> <tr> <td>2018/19</td> <td>5944</td> <td>25634</td> <td>23.2%</td> </tr> <tr> <td>2019/20</td> <td>5496</td> <td>25508</td> <td>21.5%</td> </tr> <tr> <td>2020/21</td> <td>5596</td> <td>25920</td> <td>21.6%</td> </tr> </tbody> </table> <p>2. We refund automatically if paid by direct debit.</p>	1. Year	Cash Bills	Total Bills	Percentage	2016/17	Data not available			2017/18	6192	25456	24.3%	2018/19	5944	25634	23.2%	2019/20	5496	25508	21.5%	2020/21	5596	25920	21.6%	04/03/2020
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1327471	Revenues and Benefits	Please send a full list of businesses/charities/Ltd companies that have become newly liable for business rates between and including the 1st-15th Feb 2020.	Spreadsheet available upon request.	04/03/2020																								
1326666	Environment	<p>* The number of road legal vehicles owned or leased by your council. Please specify which cars are leased and which are owned.</p> <p>* The make/model of each of these vehicles.</p> <p>* The fuel type used by each of these vehicles.</p>	<p>There are 10 vehicles in West Devon of which 9 are leased. All vehicles are diesel.</p> <table border="1"> <tbody> <tr> <td>4 x Citroen Berlingos</td> <td>2 x Ford Fiestas</td> </tr> <tr> <td>1 x Ford Connect</td> <td>2 x Peugeot Boxer</td> </tr> <tr> <td>1 x Renault Education Bus (owned)</td> <td></td> </tr> </tbody> </table>	4 x Citroen Berlingos	2 x Ford Fiestas	1 x Ford Connect	2 x Peugeot Boxer	1 x Renault Education Bus (owned)		05/03/2020																		
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1341535	Revenues and Benefits	Please send a full list of businesses/charities/Ltd companies that have become newly liable for business rates between and including the 15th-29th Feb 2020.	There were no Companies or Charities opened between these dates for West Devon Borough Council.	05/03/2020																								

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1327163	Environment	<ol style="list-style-type: none"> 1. A list of vehicles owned or leased to the council. Please include; registration mark (or year made, if preferable), fleet number (if used), make & model and body type. 2. Identify which vehicles are owned and which are leased. 3. Name, position and email address of the staff responsible for these vehicles, together with the telephone number for the department (direct dial not expected given GDPR.) 4. The estimated amount of spend (£) on diesel/petrol per annum and the cost split between owned and leased vehicles 	<ol style="list-style-type: none"> 1. BN14 FTJ - Citroen Van - Parking WD68 TZM - Ford Fiesta - Localities WD68 TZN - Ford Fiesta - Localities CE56 DXD - Renault Van - Localities LB68 OGW - Citroen Van - Localities LB68 OAL - Citroen Van - Localities LB68 OAM - Citroen Van - Localities WD15 EFS - Peugeot Van - Parking WF15 YJZ - Peugeot Van - Parking YF13 LHZ - Ford Connect - Facilities 2. All these vehicles are leased except CE56DXD. 3. All of the fleet for South Hams and West Devon council are managed by our Fleet Manager. I am not permitted to share personal information regarding staff details and would direct you to the website or the customer service number of 01822 813600 for future contact. 4. Estimated spend on fuel (West Devon) for 19/20 is £10,000. 	05/03/2020
1341485	Environmental Health	I wish to have sight of all information relating to WDBC policy on empty properties, with specific reference to enforcement, compulsory purchase orders (number), and use of EDMO provisions contained within The Housing Act 2004.	West Devon Borough Council does not have a specific empty home strategy/policy. However we use the South Hams strategy. We currently prioritise problematic empty homes.	06/03/2020
1339901	ICT	<ol style="list-style-type: none"> 1. What IT helpdesk tool is in use at the council? 2. What is the price per annum of said helpdesk tool? 3. What are the requirements of the IT team; or, what the tool is used for? 4. What is the annual budget available for helpdesk tool? 5. What are the redeeming qualities of the tool (and negative qualities)? 6. What is the start date, length and review date of the contract with the helpdesk tool? 7. How many operators currently use the ITSM tool? 8. How many end users currently use the ITSM tool? 	<ol style="list-style-type: none"> 1. Sunrise 2. £3411.64 3. Call logging system, Used for asset registering, Generating reports 4. £3411.64 5. Powerful but complicated to maintain 6. Yearly every September 7. Licenced for 15 concurrent users 8. Unlimited 	09/03/2020

Ref	Subject Area	Request	Response	Response Date
1338729	Human Resources and Payroll	Questions related to protection of external whistleblowers from unjustified treatment by their employers or others.	<p>The Council has an internal Confidential Reporting Policy, the purpose of which is to protect workers (including our contractors or agency staff) from any consequences about raising concerns about fraud or other unsafe practices where they work. In accordance with the legislation, it does not apply to those not defined in the Act. The stated purpose of the Policy is (and quote this from the policy):</p> <p>1.1 The Public Interest Disclosure Act 1998 protects workers from the consequences, actual or feared, of raising concerns about serious misconduct or malpractice such as fraud, cheating, or unsafe practices where they work.</p> <p>1.2 The Act applies to "workers", a much broader category than "employees". It covers all employees and those contractors or agency staff working for the Councils on Council premises. It also covers suppliers and those providing services under a contract with the Councils from their own premises. No minimum period of service is required to receive the protection of the Act.</p>	09/03/2020
1336189	Licensing	<p>Since October 2018:</p> <p>1. How many visits has the Council made to licensed Scrap Metal Dealers in order to enforce the provisions of the Scrap Metal Dealers Act 2013?</p> <p>2 How many closure orders have been issued or enforcement actions undertaken by yourselves against scrap metal dealers, both mobile and site-based?</p>	<p>1. None</p> <p>2. None</p>	10/03/2020
1345779	Finance	<p>1. The total number of works of art owned by your local authority.</p> <p>2. The estimated total value.</p> <p>3. The number of works currently on display.</p> <p>4. How many works of art have been donated by the local authority over the past five years?</p> <p>5. How many works of art have been leased by the local authority over the past five years and the total revenue.</p> <p>6. How many works of art have been sold by the local authority over the past five years and the total proceeds from any sales.</p>	<p>The Council doesn't own any paintings, photographs, sculptures or electronic Art. The local library and the local schools come under Devon County Council's jurisdiction.</p>	10/03/2020

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		<p>7. The cost to the local authority of maintaining your art collection for the financial year 2018/19. Please include any costs for insurance, conservation and insurance.</p>		

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1341098	Environmental Health	<p>1.a) Does your council have a multi-agency suicide prevention partnership in place? b) Please give details.</p> <p>2.a) Who has the council identified as being at-risk of suicide in your area? b) How does your Suicide Prevention Plan target the above group(s)?</p> <p>3.a) What data do you collect on attempted suicides in your area? b) Is this data shared and with which organisations?</p> <p>4.a) How is the council supporting those people bereaved, or affected by, a suspected suicide? b) How is the council supporting women, aged 10 and above?</p> <p>5.a) Has the council identified high-frequency suicide locations? b) What steps have been considered or taken to reduce the risk of suicide at such locations?</p> <p>6.a) How much money has been allocated to suicide prevention each financial year, since the launch of your Suicide Prevention Plan, until 2018/19? b) How much money of said budget has been spent and unspent in each financial year?</p>	<p>1.a) Yes, there is a Devon and Torbay Suicide Prevention Alliance. b) https://dtspa.co.uk/ you can find all of the details here. 2.a) We would not share information on specific individuals. Vulnerabilities change on a regular basis. There are no set prescribed criteria, we are mindful anyone from any group can be at risk of suicide. b) N/A</p> <p>3.a) You will need to contact the Alliance direct – or contact Devon County Council Public Health team. b) As above.</p> <p>4.a) We have a strong safeguarding ethos and would support people on a case by case basis. We have created a suicide intervention toolkit and rolled this out to help staff to signpost and know what to do if a client discloses that they are thinking of suicide. b) We have a strong safeguarding ethos and would support people on a case by case basis.</p> <p>5.a) Yes. b) Again this has been undertaken on a case by case basis, from Street Pastor patrols to signposting information.</p> <p>6.a) You will need to contact DCC PHE as above for this information. b) As above, we are a two tier authority and the social care budget is held by Devon County Council.</p>	10/03/2020
1336186	Environment	<p>1. Data on how often bin collections in your area are missed (as a percentage) 2.The rate of collection in your area (are they every week, every two weeks?) 3.Information on how satisfied local residents are about the bin services you provide</p>	<p>WD missed collections April to Nov 2020 Total number of HH 206,272 Total number of possible collections 1,340,767 Total number of missed collections 251 1.% between April and Nov 2019 - approx. 0.02% 2.Collection of food and dry segregated recycling is weekly. Residual waste is collected every other week. 3. We haven't completed any waste specific customer satisfaction surveys</p>	10/03/2020
1332640	Environmental Health	Questions related to formal complaints that are registered with the Council for low level crime.	Our systems cannot be interrogated to provide the information in the detail you have requested.	11/03/2020

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1324579	Housing Advice	<ol style="list-style-type: none"> 1. Have you published the Local Offer for Care Leavers in accordance with Section 2 of the Social Work Act 2017? 2. Have you exempted Care Leavers from Council Tax? 3. Do care Leavers get free access to Leisure facilities as part of the Local Offer? 4. Have you ringfenced any apprentices for Care Leavers? 5. How many apprentices does you local authority provide each year? 6. How many employees does your Local Authority employ? 7. Please send us an electronic version of the published version of your local offer in accordance with Section 2 of the Social Work Act 2017 8. Please provide a website/url link to you published version of your Local Offer for Care Leavers in accordance with Section 2 of the Social Care Act 2017 9. Please provide your political leader contact details who is closest relevant in the corporate parenting capacity? 10. Please provide the officer lead responsible for Leaving Care/Care Leaver Offer? 	<p>1. We are currently working with Devon County Council (DCC) to publish our local care leaver offer. The offer is not currently published but will be shortly. DCC are leading on this project. 2. It is our policy to grant exceptional hardship funding automatically to care leavers who would otherwise only be entitled to the 80% standard council tax reduction for those on low incomes.</p> <ol style="list-style-type: none"> 3. No 4. No 5. Varies according business needs. Currently 5 6. We are a shared service operating across 2 local authorities - South Hams and West Devon - our total employee numbers combined are 390 7. Awaiting publication - DCC are leading on this. 8. Awaiting publication - DCC are leading on this. 9. We defer to DCC and therefore do not have a separate political lead for this area. The Leader of the Council - Judy Pearce would become involved in any high level discussion should we need to work alongside DCC on any local matters. 10. Sophie Cobbledick Sophie.cobbledick@swdevon.gov.uk - Senior Housing Specialist is working alongside other district representatives and County in the formation of the leaving care offer. The lead for the project is Nick Crick Senior Manager (Corporate Parenting) - Nick.Crick@devon.gov.uk 	11/03/2020

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1328480	Assets	<p>The Government has given increased backing to community led housing, a sector made up of organisations like housing cooperatives, cohousing groups, community land trusts, tenant management organisations and self-help housing groups.</p> <p>1. Does the council have any policies or ones in development to support community led housing? If so, what are they and where do they appear?</p> <p>2. Between January 2010 and December 2019, how many grants and/or loans has the council given to community led housing groups or organisations?</p> <p>3. Between January 2010 and December 2019, how many land disposals or leases has the council made to community led housing groups or organisations?</p> <p>4. Do you have dedicated staff to support community led housing? If so, what are their job titles?</p>	<p>1. Yes within the Joint Local Plan (Specifically TTV27, DEV7, DEV8, DEV9) https://www.plymouth.gov.uk/planningandbuildingcontrol/plymouthhandsouthwestdevonjointlocalplan</p> <p>2. WDBC received £250K from the Community Housing Fund. WDBC has voted to use this fund on a revolving basis. The community housing team fund CLT groups/Neighbourhood plan groups and Parish/Town councils through bringing a site forward through the planning process (£150-£250K). Once built out the site then re pays WDBC these development costs. This ensures the fund remains available for future need, and de risks the initial development process.</p> <p>3. WDBC is currently working on two sites in West Devon at Brentor and Lamerton with the support of Parish Councils. The fund is being used to bring the site through the planning process. If successful the land will be bought using Public Works Loan Board funding. Once the site is complete these monies will then be repaid.</p> <p>4. There are two part time employees within the SHDC Community Housing Team. Rob Ellis (Community Housing Lead) and Tom Morris (Community Housing Specialist)</p>	11/03/2020

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1347166	Strategic Planning	<p>1. For purposes of decision-taking (determining planning applications), is the Authority currently able to demonstrate a fiveyear supply of deliverable housing sites?</p> <p>2. What is the level of the council’s current supply of deliverable housing sites?</p> <p>3. What is the appropriate buffer applicable to the council’s supply?</p> <p>4. Has a Planning Inspector or Inspectors confirmed, rejected or determined the current position referred to in Questions 1 and 2 in determining any appeals?</p> <p>5. If so, would you please be kind enough to provide the appeal reference number(s)?</p> <p>6. When is the authority’s new local development plan anticipated to be ready to be adopted?</p>	<p>1. Yes</p> <p>2. This information is set out in the Council's latest Annual Monitoring Report at https://www.westdevon.gov.uk/authoritiesmonitoringreport</p> <p>3. This information is set out in the Five Year Housing Land Supply Position Statement at https://www.westdevon.gov.uk/article/4988/5-Year-Housing-LandSupply-</p> <p>4. Yes</p> <p>5. The most recent appeal decision is APP/Q1153/W/19/3241853. Please refer directly to the Planning Inspectorate's Appeals search facility for further appeals.</p> <p>6. The Plymouth and South West Devon Joint Local Plan was adopted in 2018; for more details please see https://www.plymouth.gov.uk/plymouthandsouthwestdevonjointlocalplan/plymouthandsouthwestdevonjointlocalplanadoption</p>	11/03/2020

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1324522	Housing Advice	<p>For each of the following points in time: - Now - End of each reporting year from 2018/19 to 2015/16</p> <p>Please could you tell me:</p> <ol style="list-style-type: none"> How many council tenants (including those in council-run emergency/temporary accommodation if applicable) were in arrears on their rent? What was the total sum owed in arrears? How many of those tenants were Universal Credit claimants? How does the council plan to cover the current shortfall in rent owed in arrears? When was Universal Credit rolled out in your authority's area? 	<p>We are a non-stock holding authority so can only answer in relation to temporary accommodation placements. Please find below the answers to your questions at the present time. We do not hold records of temporary accommodation rent arrears for previous years.</p> <ol style="list-style-type: none"> We currently have 5 households in temporary accommodation and all of their accounts are in arrears. However this is not unexpected as due to the nature of the placements these households have not been in the properties for long and it takes time to get their benefits in place. Also, when Housing Benefit is paid, it is paid in arrears. The total sum at this time is £7206.18 All Housing costs while in temporary accommodation are still covered by Housing Benefit, not Universal Credit so although some of these households may claim universal credit this does not relate to the housing element. We would expect the majority of these arrears to be covered once the full amount of Housing Benefit has been received. However if the full rent is not covered by Housing Benefit we would issue an invoice to the tenant at the end of their accommodation placement for any outstanding amount, which they could then repay to us in affordable instalments. Universal Credit was rolled out in our area in September 2018. 	11/03/2020
1327475	Finance	I am submitting a request for information under the Freedom of Information Act 2000 about the council's pension fund and the investments it holds.	Our pensions are looked after by Devon County Council and they will be publishing a response on their website before the end of this week: www.devon.gov.uk	11/03/2020
1326671	Finance	For each year from 2016 to 2019 please supply the total spent on upkeep and maintenance of green spaces/areas which are maintained by the council.	Spreadsheet available upon request.	11/03/2020
1346650	Environment	<ol style="list-style-type: none"> Is the grass mowing completed in-house or by a contractor? Name and contact details of the person in charge of the grass mowing. 	<ol style="list-style-type: none"> Grounds Maintenance is currently outsourced to Glendale Services. However, from April 2020 this service will be brought back in house. We would not be able to disclose personal details of staff members involved in running these services. 	11/03/2020

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1353031	Property and Leisure	Questions related to Tower Blocks.	We have no Tower Blocks in our area.	17/03/2020

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1345787	Finance	<p>Please could you tell me how much has been spent on:</p> <ol style="list-style-type: none"> 1. Ceremonial robes and props for council officials. 2. Public relations (including social media). 3. Taxis taken by council officials. 4. Mobile phones. 5. Advertising council cuts or how the council will cope with them. Please give me the information broken down by year, for the last six years (2014 - 2020). 	<ol style="list-style-type: none"> 1. Nil 2. & 3. The council doesn't hold this level of detail as we don't have specific budgets for these areas. 4. Information held is available upon request. 5. The council deals with budget cuts across the council in all areas as an ongoing issue. 	17/03/2020
1339173	Elections	<ol style="list-style-type: none"> 1. The total number of European nationals living within the jurisdiction of the council (i.e. the total number of EU nationals that the council is aware of in their area) and how this number was arrived at. 2. A copy of all council communications targeting EU nationals specifically since 2016 (including social media ads or posts targeting the EU population) 3. Has the council written to European nationals in its area to inform them of their rights and options following Brexit? If yes, how many times? Please provide the letters. 4. What, if any, preparation has the council undertaken as regards European nationals within their area and the implementation of Brexit? 5. Is there a communication strategy for EU nationals informing them of the impact of Brexit? If yes, please provide me with a copy. 6. Will the council be informing EU nationals that they can vote in the upcoming local elections? How? 	<ol style="list-style-type: none"> 1. Currently on the electoral register (@ March 2020) there are 495 European Electors. However, this may not be the total number of EU nationals living in West Devon, just the number that have registered! 2.-4. It looks like some of our messaging was retweeting/reposting messages from Central Government in addition to pushing our own messages. The EU Settlement Scheme was pushed out on our website, social media (Facebook and Twitter) and through our Member Bulletins (64 local Members) and Town and Parish Councils. The material we used was from the government Brexit toolkit. (Full response available upon request.) 5. Yes, however it was from the Local Resilience Forum and was confidential information. It would be up to Devon & Cornwall Police who run the meetings as to whether or not they would release this information. 6. May 7 elections postponed now, so no publicity required. However, if they had been going ahead we would have sent a poll card to all European Electors on the Electoral Register to advise that they can vote. The Electoral Commission would have carried out a publicity campaign informing people of the elections and the council would have sent out social media posts. 	17/03/2020

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1345763	Democratic Services	Please advise the number of pieces of "casework" raised by each councillor with the authority since May 3rd 2019 - as a list with the number of queries each councillor has logged.	The Council does not record or maintain any type of statistical log of Member enquiries and so I am unable to provide the information you seek	18/03/2020

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1344240	Assets	<p>In the context of the provisions of the Self-Build and Custom Housebuilding Act 2015 (as amended):</p> <ol style="list-style-type: none"> 1. Please provide the number of entries on the register for: <ol style="list-style-type: none"> a) first base period (up to 30.10.2016) b) second base period (up to 30.10.2017) c) third base period (up to 30.10.2018) d) to date for the fourth base period 2. Please confirm as to whether the Council, by 30 October 2019, have granted suitable development permission in respect of enough serviced plots of land to meet the demand for self-build and custom housebuilding arising in the first base period. 3. Please provide a list of the reference numbers of the applications considered to constitute suitable development permission in respect of such serviced plots to meet the demand. 4. Is it possible to provide a list of s.106 agreements associated with the 'suitable development applications' containing provisions to ensure that proposed dwellings on the consented sites/serviced plots would meet the definition of self-build or custom housebuilding? 	<ol style="list-style-type: none"> 1.a) TOTAL 30 b) TOTAL 24 c) TOTAL 5 d) TOTAL 64 2. Yes, 32 development permissions for the first base period 3. Data available upon request. 4. The S106 agreements can be found on WDBC planning portal http://apps.westdevon.gov.uk/PlanningSearchMVC/ 	18/03/2020

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1344588	Human Resources and Payroll	<p>Please can you confirm the name and email address for the following:</p> <ul style="list-style-type: none"> a. Head of Refuse Collection b. Head of Highways c. Head of Greenspaces/ Landscaping/ Grounds Maintenance d. Head of Facilities Management e. Head of Street Cleaning f. Head of Home Carers g. Head of Adult Care h. Head of Community Safety i. Head of Parking / Civil Enforcement Officers j. Head of Health and Safety k. Head of Procurement l. Stores Manager (i.e. buying stock and warehousing it for use by Council employees in the future). m. Head of Estates 	<ul style="list-style-type: none"> a. Head of Refuse Collection - provided by FCC Environment b. Head of Highways - provided by Devon County Council c. Head of Greenspaces/ Landscaping/ Grounds Maintenance - Dale Cropper Dale.Cropper@swdevon.gov.uk d. Head of Facilities Management Mark Vine Mark.Vine@swdevon.gov.uk e. Head of Street Cleaning - provided by FCC Environment f. Head of Home Carers - provided by Devon County Council g. Head of Adult Care - provided by Devon County Council h. Head of Community Safety - Ian Luscombe Ian.Luscombe@swdevon.gov.uk i. Head of Parking / Civil Enforcement Officers - Richard Easthope Richard.Easthope@swdevon.gov.uk j. Head of Health and Safety - Ian Luscombe Ian.Luscombe@swdevon.gov.uk k. Head of Procurement - Neil Hawke Neil.Hawke@swdevon.gov.uk l. Stores Manager (i.e. buying stock and warehousing it for use by Council employees in the future) - Dale Cropper Dale.Cropper@swdevon.gov.uk m. Head of Estates - Laura Wotton Laura.Wotton@swdevon.gov.uk 	19/03/2020
1352556	Revenues and Benefits	<ul style="list-style-type: none"> 1. How many investigators are in your fraud investigation team? 2. Do you have a case management system used by the fraud investigation team? 3. If you do not have a fraud investigation team, are you part of a shared team, or are investigations outsourced? 4. If outsourced, who to? 	<ul style="list-style-type: none"> 1. None 2. No 3. Outsourced 4. Department for Works and Pensions 	19/03/2020

Ref	Subject Area	Request	Response	Response Date
1332639	Environment	<p>Please provide data requested in a table (i.e. 1. = Column 1):</p> <ol style="list-style-type: none"> List all PSPOs relating to dog ownership that your council currently have in place. List locations/nearest postcodes of where PSPOs in place. State what date this PSPO came into force. State how many FPN fines have been issued to dog owners for violating this order since it was implemented. State evidence seen that the PSPO has had an impact on the issue it was put in place to address. 	Spreadsheet available upon request.	19/03/2020

Ref	Subject Area	Request	Response	Response Date
1353021	Property and Leisure	Questions relating to 'upskirting' incidents at council-funded leisure centres between April 2019 to present.	There have been no 'upskirting' incidents reported.	20/03/2020
1354485	Licensing	Questions relating to Dangerous Wild Animal Licences.	We have no Dangerous Wild Animal Licences in West Devon Borough Council.	20/03/2020
1345770	Assets	<ol style="list-style-type: none"> How many farms you own and the total number of acres. The net income or net cost to your local authority of these farms for the financial year 2018/19. Have you sold any farms in the last five years? How many new housing units have built on farms that you own over the last five years? 	<ol style="list-style-type: none"> None None None None 	20/03/2020
1348955	Human Resources and Payroll	<p>When did Ross Johnson drainage engineer leave his post within the SHDC?</p> <p>Did he retain any another position with SHDC or WDBC after leaving this position?</p> <p>When did Amjad Khan take over from Johnson as 'Assets - Engineer'?</p>	We can confirm that neither of the above are employees of West Devon Borough Council	23/03/2020

Ref	Subject Area	Request	Response	Response Date
1353607	Human Resources and Payroll	<p>1. What is your policy on zero hours contracts?</p> <p>2. How many workers/employees do you currently:</p> <p>a) directly employ on zero hours contracts?</p> <p>b) indirectly employ on zero hours contracts via agencies, contractors or sub-contractors?</p> <p>c) directly employ on minimum hours contracts or via agencies, contractors or sub-contractors?</p> <p>3. How many workers/employees in total do you currently employ? What is the breakdown of these figure according to (a) occupation, (b) sex, (c) race and (d) age?</p>	<p>1. We have no policy</p> <p>2.a) Nil</p> <p>b) Nil</p> <p>c) Nil</p> <p>3. 93</p> <p>a)-d) Spreadsheet available upon request. Data collected for month of January 2020.</p>	23/03/2020
1356547	ICT	Questions related to Telecoms and IT Infrastructure.	www.westdevon.gov.uk/article/4873/ICT-FOITelecommunications-Contracts	24/03/2020
1359324	Licensing	I am currently undertaking some research in association with the Kennel Club on changes to dog breeding regulations. Would you be willing to undertake a shorty survey to anonymously share your views on this topic? (Should take no more than 5 mins.)	We are unable to answer your survey. It is our policy not to click on unknown/untrusted web links because of the possible breach of our ICT Security.	24/03/2020

Ref	Subject Area	Request	Response	Response Date
1356630	ICT	<p>Questions related to the Local Area Network (LAN) environment:</p> <p>1. Contract Type?</p> <p>2. Hardware Brand?</p> <p>3. Annual Spend (average) for each supplier?</p> <p>4. Number of Users?</p> <p>5. Number of Sites?</p> <p>6. Responsible Officer?</p>	<p>1. Self managed and maintained in-house</p> <p>2. Switches are a mixture of Dell and UniFi</p> <p>3. Approx. £2000 for Dell, £4000 for UniFi</p> <p>4. Approx. 450</p> <p>5. Where equipment is supported by each contract = 2 sites</p> <p>6. Shane Carpenter, ICT Senior Specialist Shane.Carpenter@swdevon.gov.uk</p>	24/03/2020

Ref	Subject Area	Request	Response	Response Date
1359144	Environmental Health	<p>1. Please state the number of Community Protection Notices (CPNs) issued in the year November 2018-October 2019. Please provide the text or subject matter of these CPNs.</p> <p>2. Please state the number of fines issued for the violation of Public Spaces Protection Orders (PSPOs) in the calendar year 2019 (Jan-Dec 2019).</p> <p>3. Please state the income raised in 2019 from the renting out of outdoor public spaces (for example, public streets or squares).</p> <p>4. Please state if your council has a policy of banning smoking and/or vaping in any outdoor public spaces - such as parks, beaches, play areas, town squares, outdoor markets, or car parks. Please give details of any restrictions, and if any penalties apply.</p> <p>5. Please state if your council bans council employees from smoking and/or vaping during work hours. If so, could you please send me a copy of the policy.</p>	<p>1. One. Text as follows:</p> <ul style="list-style-type: none"> - Not to use the disabled toilet facilities owned or operated by West Devon Borough Council in Tavistock. - Only use the toilet facilities owned or operated by West Devon Borough Council in Tavistock for the purposes for which they were intended. This means you should not sleep in these toilets. - Not to leave any personal property in any toilets owned or operated by West Devon Borough Council. (Any personal property found will be removed and disposed of.) - Not to enter or remain within the designated area (See attached Map) this includes the public toilets owned and operated by West Devon Borough Council. <p>2. Nil</p> <p>3. We have not rented out any outdoor public spaces.</p> <p>4. No, we are not aware of any legislation nationally banning, and locally we have no bylaws or similar banning smoking. Our bylaws do 'ban' alcohol and dogs, but haven't extended to smoking. We 'encourage' no smoking in many of our public spaces – for example our play parks signs always carry a symbol of a red circle with a cigarette within and crossed out, or it will say 'no smoking' but it is not policy or enforceable.</p> <p>5. No, we don't ban smoking or vaping during work hours only in our buildings and vehicles as per the smoke free legislation and we have extended it to cover vaping.</p>	25/03/2020
1370077	Democratic Services	<p>For the years 2017/18, 2018/19 and 2019/20 please state:</p> <p>1. How much money has been spent on alcohol?</p> <p>2. What was the purpose of events for which alcohol was purchased?</p>	<p>2017/18 - Nil</p> <p>2018/19 - Nil</p> <p>2019/20 - Nil</p>	31/03/2020

Ref	Subject Area	Request	Response	Response Date
1331987	Community Development	<ol style="list-style-type: none"> 1. Please provide a copy of the letter sent by Lamerton Parish Council to WD Strategic Planning dated Dec 17, 2015 and all ensuing communications relating thereto. 2. Please provide WD response to guidance sought by Lamerton Neighbourhood Plan Group in Jan/Feb 2017 to the need for an SEA to be completed and revisions to the draft neighbourhood plan. 3. Minutes of Lamerton NPSG meeting 26/6/17 refer to comments received from Mandy Goddard of WDBC". Please provide. 	<ol style="list-style-type: none"> 1. I have requested the WD Strategic Planning Team supply me with this information. 2. Email from Mandy Goddard dated 10/10/2017 enclosing a Draft SEA/HRA Screening Opinion available upon request. I am unable to find a finalised Screening Opinion which takes account of the responses by Natural England and Historic England. For your information Mandy Goddard left the Council in early 2018. I joined the Council in May 2018. My first contact with the Group was in August 2018. I have informed the Group that a further Screening Opinion is required to be undertaken prior to the Plan proceeding to Regulation 15 submission. As you are aware the Regulation 15 Version is awaited. As soon it is submitted I will proceed with the Screening process it usually takes around 6 to 10 weeks tor process. 3. Comments sent by Mandy Goddard available upon request. 	31/03/2020

Ref	Subject Area	Request	Response	Response Date
1323547	Community Development	<p>Please supply details of communications between WDBC and Lamerton Parish Council [including its steering group and/or individual councillors] relating or pertaining to / advising on all stages of the preparation of a Neighbourhood Plan for the parish of Lamerton, including but not limited to:-</p> <ol style="list-style-type: none"> 1] the provision of funding / grants for its preparation and for obtaining independent reports; 2] terms of reference for the steering group; 3] terms of engagement for independent reports; 4] assessment of recommendations of such reports;5] the WD response dated March 2019 to the draft Neighbourhood Plan. 	<ol style="list-style-type: none"> 1. All grants and funding for the preparation of Neighbourhood Plans is provided by Central Government through their Locality Office. The Council do fund certain aspects, for example, myself and the organisation and holding of the Referenda. Part of this cost is offset by grant claimed from Central Government once the Referenda has been help. I direct Neighbourhood Plan Groups to Locality Officers. The Council is not involved in the assessment or issue of grant assistance. 2. Copy available upon request. 3. The Terms of Engagement for Independent Reports is a matter that lies between the Neighbourhood Plan Group, Locality and the Consultant that provides the service. I did provide advice on the potential remit for the Site Assessment Report undertaken by AECOM but my understanding is that the service is a standard one with the Terms of Reference set by Locality. 4. It is for the Neighbourhood Plan Group to assess the recommendations of such reports and tailor the content of the Neighbourhood Plan accordingly. The Council will assess the content once the Neighbourhood Plan is formally submitted to the Council. The Council s comments on the Dra AECOM were, I understand, made publically available before the Parish Council accepted the final version. 5. Copy available upon request. 	31/03/2020