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**ITEM 7 - COMMUNITY ECONOMIC PLAN (CEP)**

To consider engagement in the South Hams District Council’s Community Economic Plan process.

**Background:**

Aim

The Community Economic Plan will help all towns from across the South Hams to grow their understanding of their local economies, identify the aspirations of their residents and businesses, and develop a series of actions that can help the community realise these aspirations.

Objectives

* Collect economic data on the town’s economy as a baseline
* Recruit a town team/steering group to help create the plan
* Deliver a young person’s project
* Carry out consultations to gather local opinions to create the plan
* Create a clear vision for the town and generate budget ready projects

**Outline of timeline:**

* Work on populating a business database with contact email addresses – ongoing.
* Introduction of the CEP at the Annual Town Meeting, Wednesday 29th May at 5.00pm – presentation by Laura Eames (SHDC)
* Meeting of Councillors and Dartmouth Business Forum representative, Laura Campbell – 10th June at 5.30pm
* Initial meeting with SHDC officers – 13th June at 2pm – Clerk, Marketing and Comms Manager, Cllrs Roberts, Peters, Price (apologies from Cllr Chinnock). Consideration of the Steering Group membership list for proposal to Full Council.
* Draft Steering Group is considered for agreement – July Full Council
* Phased project starts in September 2024 with an estimated completion date of October 2025.

Phase 1 -Project development September-1st January

1.1 Totnes economic profile correlated

1.2 Project introduced to key stakeholders and town council

1.3 Steering Group recruited-meetings started

1.4 Commercial/retail audit executed

1.5 Economic aspirations identified through the Neighbourhood Plan

1.6 Monthly footfall data made available

1.7 Consultation platform created and survey questions designed

1.8 Marketing plan designed and administered-Branding agreed

1.9 Local School Steering Group recruited and meetings started

Phase 2 - 1st January-1st April

2.1 Town Steering Group actively meeting

2.2 Young Peoples Steering Group actively meeting

2.3 Commonplace Platform Live, sharing business, resident and young people’s surveys

2.4 Marketing campaign active across the area

2.5 Focus Group workshops delivered regularly

2.6 Consultation suite in town and at other identified events to engage with the public and encourage survey participation

Phase 3 - 1st April-1st July

3.1 Community engagement results correlated

3.2 Short, medium and long-term actions/projects identified

3.3 Steering Groups consulted regularly

3.4 Key delivery partners identified to move the town from its baseline position towards meeting its aspirational projects

3.5 Community Economic Plan document drafted

3.6 A clear vision identified for marketing the town

Phase 4 - 1st July-1st October

4.1 Community Economic Plan completed and approved by Town Steering Group and Executive Team at SHDC

4.2 Marketing campaign delivered across the area

4.3 Community Economic Plan shared in the public domain

**Draft Steering Group:**

Further discussion to be held with SHDC and members before being taken to Full Council for agreement.

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| **Sector** | **Organisation** | **Notes** | **Number** |
| **Health , Community and Wellbeing** | Caring Town | Co founder | 1 |
| Inclusive Totnes | Co founders | 1 |
| Transition Town | Trustee | 1 |
| Bridgetown Alive | Chair | 1 |
| **Youth** | TRAYE | Chair of Trustees | 1 |
| KEVICC | Head/Deputy Principal & Safeguarding Lead | 1 |
| Link Councillor | Totnes Town Council link Cllr | 1 |
| **Heritage/Conservation** | Totnes Heritage Trust | Chair | 1 |
| Link Cllr | Totnes Town Council link Cllr | 1 |
| **Business/Economy** | Chamber of Commerce |  | 1 |
| South Devon College | Apprenticeships | 1 |
| SHDC | Large local employer | 1 |
| Dartington Trust | Large local employer | 1 |
| Valeport | Large local employer/Apprenticeships | 1 |
| China Blue | Need to contact the business list and ask for nominations | 1 |
| Loungers | 1 |
| Little Ant Insurance | 1 |
| Transition Town | REconomy Project Coordinator | 1 |
| Apricot Centre | Education/Sustainable farming | 1 |
| South Devon Food Hub |  | 1 |
| Tourism Partnership Group | Lucy to liaise | 1 |
| **Local authority** | Town Council | Economy lead | Duplicate |
|  | Mayor | Duplicate |
|  | Town Clerk/ Marketing and Comms Manager | 1 |
| District Council |  | 1 |
| County Council |  | Duplicate |
| Police | Police advocate | 1 |
| Traffic and Transport Forum | Chair | 1 |
| **TOTAL** |  |  | **25** |

**Action required:**

Councillors need to recommend to Full Council whether to proceed with the SHDC-led project due to the resources needed in terms of member and officer time and consider whether any allocation of budget is required to support the process.