

South Hams Council



Title:	Agenda																												
Date:	Thursday, 17th December, 2020																												
Time:	2.00 pm																												
Venue:	Via Teams																												
Full Members:	<p style="text-align: center;">Chairman Cllr Rowe Vice Chairman Cllr Foss</p> <p><i>Members:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Cllr Abbott</td> <td style="width: 33%;">Cllr Long</td> </tr> <tr> <td>Cllr Austen</td> <td>Cllr McKay</td> </tr> <tr> <td>Cllr Baldry</td> <td>Cllr O'Callaghan</td> </tr> <tr> <td>Cllr Bastone</td> <td>Cllr Pannell</td> </tr> <tr> <td>Cllr Birch</td> <td>Cllr Pearce</td> </tr> <tr> <td>Cllr Brazil</td> <td>Cllr Pennington</td> </tr> <tr> <td>Cllr Brown</td> <td>Cllr Pringle</td> </tr> <tr> <td>Cllr Chown</td> <td>Cllr Reeve</td> </tr> <tr> <td>Cllr Hawkins</td> <td>Cllr Rose</td> </tr> <tr> <td>Cllr Hodgson</td> <td>Cllr Smerdon</td> </tr> <tr> <td>Cllr Holway</td> <td>Cllr Spencer</td> </tr> <tr> <td>Cllr Hopwood</td> <td>Cllr Sweett</td> </tr> <tr> <td>Cllr Jackson</td> <td>Cllr Taylor</td> </tr> <tr> <td>Cllr Kemp</td> <td>Cllr Thomas</td> </tr> </table>	Cllr Abbott	Cllr Long	Cllr Austen	Cllr McKay	Cllr Baldry	Cllr O'Callaghan	Cllr Bastone	Cllr Pannell	Cllr Birch	Cllr Pearce	Cllr Brazil	Cllr Pennington	Cllr Brown	Cllr Pringle	Cllr Chown	Cllr Reeve	Cllr Hawkins	Cllr Rose	Cllr Hodgson	Cllr Smerdon	Cllr Holway	Cllr Spencer	Cllr Hopwood	Cllr Sweett	Cllr Jackson	Cllr Taylor	Cllr Kemp	Cllr Thomas
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Cllr Kemp	Cllr Thomas																												
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.																												
Committee administrator:	Democratic.Services@swdevon.gov.uk																												

- 1. Minutes** **1 - 14**
to approve as a correct record the minutes of the meeting of the Council held on 24 September 2020;
- 2. Urgent Business**
the Chairman to announce if any item not on the agenda should be considered on the basis that he considers it as a matter of urgency (any such item to be dealt with under 'Business Brought forward by the Chairman');
- 3. Exempt Information**
to consider whether the consideration of any item of business would be likely to disclose exempt information and if so the category of such exempt information;
- 4. Declarations of Interest**
Members are invited to declare any personal; or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting;
- 5. Business Brought Forward by the Chairman**
to consider business (if any) brought forward by the Chairman;
- 6. COVID-19 Recovery and Renewal Plan**
To follow;
- 7. Climate Change and Biodiversity Strategy and Action Plan Update** **15 - 52**
- 8. Planning Delegation Scheme** **53 - 62**
- 9. Resource and Waste Management Strategy for Devon and Torbay** **63 - 160**
- 10. Annual Review of Health and Safety Policy Statement** **161 - 182**

11. Questions

to consider the following question received in accordance with Council Procedure Rule 8;

a. From Cllr Brazil to Cllr Baldry (lead Executive Member for Environment):

'How much extra money will be raised by the changes to Parking Permit charges? (Please include the two 20% increases in subsequent years)'

b. From Cllr Brazil to Cllr Pearce (Leader of the Council):

'How much money, by way of Government Grant, has been given to business rated holiday and second homes as a result of the COVID-19 Pandemic?'

c. From Cllr Brazil to Cllr Pearce (Leader of the Council):

'What is the average total Council Tax (Band D) for local residents in the South Hams including the precepts for the Fire Brigade and Police?'

d. From Cllr Brazil to Cllr Pearce (Leader of the Council):

'Taking into account Small Business Rate Relief, how much Council Tax or Business Rates do business rated holiday and second homes pay in the South Hams and how long has this been the case?'

12. Notice of Motion

to consider the following motions received (if any) in accordance with Council Procedure Rule 10.1

a. From Cllr Hodgson and Cllr Rose

'With the draft Climate and Biodiversity Action Plans emerging from South Hams District Council Climate, Devon County Council as well as many of our town and parish council's, we are reaching an important point at which we need to commence implementation. This Council therefore commits to reviewing and aligning all our other plans and policies as well as our practices to ensure we meet our targets on carbon reduction and prioritise proactive protection and conservation

of our natural environment and wildlife heritage. By doing so we will ensure a prosperous future for our people, our wildlife and our planet for generations to come.'

b. From Cllr Hodgson and Cllr Rose

'The new Government planning proposals could strike at the heart of South Hams and undermine the future and quality of our natural and built heritage and outstanding landscape. This Council therefore commits to recruit more Conservation officers into its planning team to enable applications and appraisals for new and extended protective designations of our AONB and Conservation areas to ensure their future protected.'

c. From Cllr Brazil and Cllr Baldry

'The increase in housing numbers proposed by the Government's planning reforms would be a disaster for the South Hams. Yet more of our countryside would disappear under concrete. This Council will challenge the government by way of Judicial Review if anything but objectively assessed housing numbers are forced upon us. Housing numbers should reflect both local need and type of housing only.'

d. From Cllr Abbott and Birch

'Whilst recognising the valuable work being undertaken by the SHDC Officers in addressing the issues arising out of the Covid-19 pandemic Council resolves to assist those residents and businesses within the District who are affected by the import and/or export problems arising at the end of the Transition Period for leaving the European Union. In identifying such residents and businesses the officers allocated to providing such assistance be supported by Members in locating those in need.'

13. Reports of Bodies

to receive and as may be necessary approve the minutes and recommendations of the under-mentioned Bodies

(* Indicates minutes containing recommendations to Council).

	<i>Page No</i>
(a) Development Management Committee - 9 September 2020	183 - 190
(b) Development Management Committee - 7 October 2020	191 - 198
(c) Overview & Scrutiny Panel - 8 October 2020	199 - 204
(d) Salcombe Harbour Board * -19 October 2020	205 - 210
(e) Executive * - 22 October 2020	211 - 220
(f) Development Management Committee - 4 November 2020	221 - 226
(g) Licensing Committee * - 5 November 2020	227 - 230
(h) Executive - 3 December 2020	231 - 242

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Agenda Item 1

MINUTES OF THE MEETING OF THE SOUTH HAMS DISTRICT COUNCIL HELD REMOTELY VIA SKYPE ON THURSDAY 24 SEPTEMBER 2020

MEMBERS

* Cllr R Rowe – Chairman

* Cllr R J Foss – Vice-Chairman

* Cllr V Abbott	* Cllr D W May
* Cllr L Austen	* Cllr J McKay
* Cllr K J Baldry	* Cllr D M O’Callaghan
* Cllr H D Bastone	* Cllr G Pannell
* Cllr J P Birch	* Cllr J A Pearce
* Cllr J Brazil	* Cllr J T Pennington
* Cllr D Brown	* Cllr K Pringle
* Cllr M Chown	* Cllr H Reeve
* Cllr J D Hawkins	* Cllr J Rose
* Cllr J M Hodgson	* Cllr P C Smerdon
* Cllr T R Holway	* Cllr B Spencer
* Cllr N A Hopwood	* Cllr J Sweett
* Cllr S Jackson	* Cllr B Taylor
* Cllr K Kemp	* Cllr D Thomas
* Cllr M Long	

* Denotes attendance

∅ Denotes apology for absence

Officers in attendance and participating:

For all items: Chief Executive; Deputy Chief Executive; Director of Governance and Assurance; Section 151 Officer; Director of Place and Enterprise; Deputy Monitoring Officer; and Democratic Services Manager

13/20 **MINUTES**

The minutes of the meetings of the Council held on 16 July 2020 and 30 July 2020 were both approved as a true and correct record.

14/20 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting, but there were none made.

15/20 **BUSINESS BROUGHT FORWARD BY THE CHAIRMAN**

The Chairman informed that she had agreed for one item of urgent business to be brought forward to this meeting that read as follows:

‘This Council RESOLVES to delete paragraph 3.3(a) as set out below) from its adopted Remote Meeting Procedure Rules:

3.3 Business

(a) In keeping with the rationale for holding meetings only where they are required, agendas for any such meetings required to be held shall not include any items for Questions or Motions on Notice from Councillors

As a result, provision for Questions and Motions on Notice will be reinstated with effect from the next scheduled Council Meeting to be held on 17 December 2020.

In proposing the motion, Cllr Pearce advised that the Council had now been successfully operating its formal Member meetings remotely for a number of months. As a result, it was now considered timely to reinstate the ability for Members to be able to submit Questions and Motions on Notice to Council meetings.

During the ensuing debate, Members expressed their support for this motion and it was then:

RESOLVED

This Council **RESOLVES** to delete paragraph 3.3(a) (as set out below) from its adopted Remote Meeting Procedure Rules:

3.3 Business

(a) In keeping with the rationale for holding meetings only where they are required, agendas for any such meetings required to be held shall not include any items for Questions or Motions on Notice from Councillors.

As a result, provision for Questions and Motions on Notice will be reinstated with effect from the next scheduled Council Meeting to be held on 17 December 2020.

16/20

AMENDED BUDGET 2020/21

The Council considered a report that presented a draft amended Budget for 2020/21 in light of the impact of the COVID-19 Pandemic.

In the ensuing debate, particular reference was made to:-

- (a) the work undertaken by the Section 151 Officer. A number of Members wished to thank the Section 151 Officer and her finance team for their hard work in preparing this draft amended Budget;
- (b) an amendment to the motion. An amendment was **PROPOSED** and **SECONDED** that read as follows:

That Part 1 of the recommendation be revised as follows:

'That the first four options as set out in Section 5.2 of the presented agenda report (totalling £433,000) be approved and a sum of £880,000 be taken from the Unearmarked Reserve (making a total of £1,313,000) in order to produce an Amended Revenue Budget for 2020-21.'

In expressing their support for the amendment, some Members were of the view that it would be more appropriate (bearing in mind that the COVID-19 pandemic was considered to be an Emergency) for Unearmarked Reserves to be used in order to balance the Revenue Budget for 2020-21. In contrast, other Members felt that it would not be prudent to use Unearmarked Reserves and were of the view that Members should trust the advice of their highly respected Section 151 Officer.

In line with statutory requirements, a recorded vote was then undertaken on the amendment. The voting on this amendment was recorded as follows:-

For the motion (14): Cllrs Abbott, Baldry, Birch, Brazil, Hodgson, Jackson, Kemp, Long, McKay, O'Callaghan, Pannell, Rose, Sweett and Thomas.

Against the motion (17): Cllrs Austen, Bastone, Brown, Chown, Foss, Hawkins, Holway, Hopwood, May, Pearce, Pennington, Pringle, Reeve, Rowe, Smerdon, Spencer and Taylor.

Abstentions (0)

Absent (0)

and the vote on this amendment was declared **LOST**.

In line with statutory requirements, a recorded vote was then undertaken on the recommendation and was recorded as follows:-

For the motion (17): Cllrs Austen, Bastone, Brown, Chown, Foss, Hawkins, Holway, Hopwood, May, Pearce, Pennington, Pringle, Reeve, Rowe, Smerdon, Spencer and Taylor.

Against the motion (14): Cllrs Abbott, Baldry, Birch, Brazil, Hodgson, Jackson, Kemp, Long, McKay, O'Callaghan, Pannell, Rose, Sweett and Thomas.

Abstentions (0)

Absent (0)

and the vote on the recommendation was declared **CARRIED**.

It was then:

RESOLVED

1. That the following ten options (totalling £1,313,000) be approved in order to produce an Amended Revenue Budget for 2020-21:
 - To use the 3rd tranche of COVID-19 funding received from Central Government (£121,000);
 - To use the New Burdens Government grant funding received for the administration of the Business Rates Grants (£170,000);
 - To utilise the 2019/20 Statement of Accounts underspend (£112,000);
 - To use funding from the Strategic Change Transformation Programme (T18) Earmarked Reserve (£30,000);
 - To cease the 2020/21 annual contribution towards building up a budget for future years for the Follaton Roof and Follaton Lift (£80,000);
 - To use funding from Unearmarked Reserves (£200,000);
 - To use funding from the Economic Regeneration (Business Rates Pilot Gain) Earmarked Reserve (£127,000);
 - To cease the Repairs and Maintenance (R&M) contribution for the R&M Earmarked Reserve (£80,000);
 - To use funding from the Business Rates Retention Reserve (£343,000); and
 - To cease making a contribution to the Planning Earmarked Reserve in 2020/21;
2. That the Unearmarked Reserves be replenished through a range of measures to be agreed as part of the Medium Term Financial Strategy;
3. That it be noted that the future capacity of Reserves (as set out in Section 5.13 of the presented agenda report) may have to be called upon to meet any future financial challenges and/or additional requirements;
4. That the funding within the Business Rates Retention Fund be earmarked for employment land opportunities (as set out in Section 8.7 of the presented agenda report); and
5. That Tranche 4 of the Discretionary Business Grants Policy (as attached at Appendix 2 of the presented agenda report) be approved, to confirm that, in accordance with Central Government guidance, Town and Parish Councils are able to apply to the Scheme if they meet the eligibility criteria (as set out at Section 11 of the presented agenda report).

APPOINTMENT OF ELECTORAL REGISTRATION OFFICER AND RETURNING OFFICER

Consideration was given to a report that sought Council approval to the appointment of the Council's Chief Executive as the Council's Electoral Registration Officer and Returning Officer.

During the debate, a Member questioned the appropriateness of this additional duty falling to the Chief Executive. In response, the Leader informed that, such was the importance of this function, that it was recognised as being good practice for the role to fall within the responsibilities of the Chief Executive.

It was then:

RESOLVED

That, with immediate effect:

1. the Chief Executive and Head of Paid Service (Andy Bates) be appointed as the Electoral Registration Officer and Returning Officer for South Hams District Council; and
2. the Director of Governance and Assurance (Andrew Powell) be appointed as the Deputy Returning Officer for South Hams District Council.

(Upon the conclusion of this agenda item, the Meeting was adjourned until 2.00pm).

FUSION SUPPORT & ALTERNATIVE OPTIONS

Members considered a report that set out the challenging conditions for all leisure providers due to the COVID-19 Pandemic. In particular, the report considered the alternative management options for the Council and provided a series of options for Members to consider over the long term future for the Leisure Centre provision.

During their respective introductions, the Leader and lead Executive Member made reference to:-

- their preferred option being to fully open Kingsbridge and Dartmouth Leisure Centres;
- the proposed safety measures to be implemented by Fusion being impressive;
- the Leisure Centre facilities being for the benefit of all residents in the South Hams;
- the particular importance of having the opportunity to learn to swim in a coastal district;
- the importance of re-instating the GP Referrals Scheme;
- the local employment (and economic) implications of not fully re-opening the two Leisure Centres;

- the need for Fusion to drastically improve its Communications Strategy; and
- their thanks to the work of the lead officers in negotiating a good deal for the Council and producing such a comprehensive and balanced agenda report.

In discussion, reference was made to:-

- (a) the Health and Wellbeing implications of leisure provision were highlighted by a number of Members. However, the importance of residents using the Leisure Centres was also stressed to ensure that they remained in operation;
- (b) the Totnes Leisure Centre. Whilst acknowledging that the contractual arrangements were different for the Totnes Centre, some Members still felt that Tadpool should be congratulated and thanked for their efforts to ensure that the Centre was already operational;
- (c) the cost of re-opening Dartmouth Leisure Centre. Some Members highlighted the specific costs associated with re-opening Dartmouth Leisure Centre and questioned how they could justify this expenditure to their hard pressed constituents who did not use these facilities. In response, other Members emphasised the importance of colleagues taking a district-wide view and did not consider it fair to disadvantage residents living in the eastern cluster area of the South Hams;
- (d) an amendment to the motion. An amendment to the motion was **PROPOSED** and **SECONDED** as follows:

'That, arising from the revised restrictions on social movement and new restrictions on meetings of people that was announced by the Prime Minister and approved by Parliament on 22 September 2020 (which will have a number of implications to local authorities), I propose that this agenda item is not determined until these implications are known.'

In support of his amendment, the proposer questioned the timing of this decision and felt it would be more appropriate to defer this matter until the recent Parliamentary restrictions could be assessed.

When put to the vote, the amendment was declared **LOST**.

In accordance with Council Procedure Rule 14.6, a recorded vote was then demanded on the recommendation and the result was declared as follows:

For the motion (26): Cllrs Abbott, Austen, Bastone, Birch, Brazil, Brown, Chown, Foss, Hawkins, Hodgson, Holway, Hopwood, Jackson, Long, May, McKay, O'Callaghan, Pannell, Pearce, Pringle, Reeve, Rose, Rowe, Smerdon, Sweett and Taylor

Against the motion (0)

Abstentions (4): Cllrs Baldry, Pennington, Spencer and Thomas

Absent (1): Cllr Kemp

It was then:

RESOLVED

1. That the Council agree to continue with the Fusion Contract (as set out in Section 3: 'Strategic Options Appraisal' of the presented agenda report) as being the most appropriate means of supporting health and wellbeing objectives within the District;
2. That financial support be provided to Fusion through to March 2021 of £113,000 to cover the minimum level of support to Fusion (NB. this is the cost of continuing with the current arrangements of the Ivybridge Leisure Centre being fully open; the dryside facilities at Kingsbridge Leisure Centre being open; and Dartmouth Leisure Centre being mothballed – these current arrangements have the minimum cost), to be funded from the Business Rates Retention Earmarked Reserve;
3. That the minimum level of financial support be extended so as to deliver improved health and wellbeing outcomes by fully opening Kingsbridge Leisure Centre and Dartmouth Leisure Centre at an extra cost of £130,000 – total cost of £243,000 of all arrangements;
4. That approval be given to the additional £130,000 funding being allocated from the Business Rates Retention Earmarked Reserve; and
5. That the Council work in partnership with Fusion to deliver a social media and all channels communications campaign to highlight that the leisure centre facilities are open; improve awareness; and improve participation.

19/20

CLIMATE CHANGE AND BIODIVERSITY STRATEGY AND ACTION PLAN UPDATE

The Council considered a report that provided an update and set out the progress that had been made to date, including the outcome of the Climate Change and Biodiversity Working Group session with consultees that had taken place on 27 August 2020.

In discussion, the following points were raised:-

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

'6. That £30,000 of the £400,000 that the Council has allocated for the implementation of the Climate Change and Biodiversity Strategy and Action Plan is earmarked for the appointment of a 'Green Homes Officer' to proactively act to improve the energy efficiency of the majority of the Housing Stock. This recruitment could be used to fund outsourced services, such as those provided in community organisations, enabling those services to promote and support increased demand; either way, the recruitment should take place as soon as possible.'

In the ensuing discussion, officers advised that it was intended that a related agenda item would be considered at the next meeting of the Climate Change & Biodiversity Working Group to be held on 22 October 2020. As a consequence, the proposer and seconder agreed to formally withdraw their amendment;

(b) A further amendment was then **PROPOSED** and **SECONDED** that read as follows:

'6. In respect of Action Plan items 1.5, 1.6 and 1.7 following Objective 1 – Energy, the Council resolves to build on the current work being carried out by the Environmental Health Officers in reducing fuel poverty. In doing so, it requests the Climate Change & Biodiversity Working Group to incorporate within the Action Plan proposals for improving the level of only 36% of properties rated at Category C or above in respect of new EPC certificates lodged in the district of South Hams in 2018 and 2019. The Working Group in putting forward proposals includes targets for exceeding the current level to ensure such improvement makes a considerable contribution to the reduction in South Hams carbon emissions;

7. The Climate Change and Biodiversity Working Group put forward proposals to Full Council on the expenditure of £400,000 included in Earmarked Reserves for Emergency Climate Change Projects. Such proposals to come before Full Council at its meeting on 17 December 2020 and to be considered beforehand by the Overview and Scrutiny Panel and Executive.'

During his introduction on the amendment, the proposer highlighted the extent of the fuel poverty problem in the South Hams and stressed the need for this matter to be addressed quickly. In addition, the proposer also reiterated the need for projects to start to come forward in order to utilise the £400,000 Emergency Climate Change Projects Reserve.

In reply, the Leader reminded the meeting that the lead Environmental Health Officer was to attend the next Climate Change and Biodiversity Working Group meeting to provide an update. In addition, the Leader also advised that, such were the financial pressures facing the Council, she had requested that all Earmarked and Unearmarked Reserves be subject to review.

In accordance with Council Procedure Rule 14.6, a recorded vote was then demanded on the amendment and the result was declared as follows:

For the amendment (13): Cllrs Abbott, Baldry, Birch, Brazil, Hodgson, Jackson, Long, McKay, O'Callaghan, Pannell, Rose, Sweett and Thomas.

Against the amendment (17): Cllrs Austen, Bastone, Brown, Chown, Foss, Hawkins, Holway, Hopwood, May, Pearce, Pennington, Pringle, Reeve, Rowe, Smerdon, Spencer and Taylor.

Abstentions (0)

Absent (1): Cllr Kemp

and the vote on this amendment was declared **LOST**.

- (c) Such was the significance of this matter that the need to make progress on the Climate Change and Biodiversity Strategy and Action Plan was emphasised by a number of Members;
- (d) Support was expressed for the proposal to establish a Climate Change and Biodiversity Community Board;
- (e) Whilst accepting that the Council could be making more progress in line with its Emergency Declaration, a Member still felt it important to highlight the progress that had already been made, with examples including the paperless initiative and travel reductions being cited;
- (f) A Member stated his view that both the draft Strategy and Action Plan were currently lacking in clarity, focus and SMART targets. As a result, it was his hope that this would be rectified when the updated versions were presented for adoption to the Council meeting to be held on 17 December 2020.

It was then:

RESOLVED

1. That the progress on the development of the updated version of the Draft Climate Change and Biodiversity Strategy (as circulated to Members by Cllr Hodgson) be noted and that, in doing so, it is recognised that the Strategy will continue to evolve and develop over time;
2. That the feedback from the Climate Change and Biodiversity Working Group sessions with Consultees (undertaken on 27 August 2020) and the commitment for ongoing dialogue with these Consultees be noted;
3. That the Climate Change and Biodiversity Working Group be requested to compile the first version of the Strategy and Action Plan to bring back for adoption at the Council meeting to be held on 17 December 2020;

4. That the correlation between the Council's Climate Change and Biodiversity Strategy and the Emerging Recovery and Renewal Plans be recognised and that, in developing and implementing its plans, including working towards a resilient green and sustainable economy, it will engage with local businesses, organisations and residents; and
5. That a Climate Change and Biodiversity Community Board, or similar, is established in line with Section 4.5 of the presented agenda report and an initial meeting be held before the final draft Strategy and Action Plan are presented to the Council meeting on 17 December 2020.

20/20

IVYBRIDGE REGENERATION PROJECT – UPDATE

The Council considered a report that set out the current position and made recommendations with respect to the Ivybridge Regeneration Project at Leonards Road.

In discussion, the following points were raised:

- (a) local community support for the project. Local Ward Members welcomed the proposed investment into Ivybridge and recognised the levels of local support that had been expressed for the project;
- (b) the project being felt to lack imagination. In their opposition to the project, some Members were of the view that the project would not offer any support for local businesses and they proceeded to question how the current proposals constituted regeneration.

It was then:

RESOLVED

That the Council continue to support the project as it moves forward to planning and tender stage, with a decision being made on progressing the project further at subsequent meetings of the Executive and Council.

21/20

DESIGNATION OF MONITORING OFFICER

Consideration was given to a report that proposed a route for changing the designation of the Monitoring Officer role and recommended the designation of the Monitoring Officer role to the Head of Legal Services (once appointed).

In discussion, Members felt that, if approved as drafted, the report recommendation would result in the Council being without a Monitoring Officer (which was a statutory role) until the Head of Legal Services post had been filled. As a result, a revised part 1 of the recommendation was **PROPOSED** and **SECONDED** that read as follows:

'1. That the Monitoring Officer responsibilities and duties be removed from the Business Manager (Specialists) role *upon the appointment of a Head of Legal Services.*'

It was then:

RESOLVED

1. That the Monitoring Officer responsibilities and duties be removed from the Business Manager (Specialists) role upon the appointment of a Head of Legal Services;
2. That the role of the Monitoring Officer be designated to a Level 3 Head of Legal Services (once appointed);
3. That the role of Head of Legal Services and Monitoring Officer be appointed to via an external recruitment process; and
4. That the Chief Executive be requested to carry out a review of the Legal Services team, including a review of the role(s) and remuneration of the Deputy Monitoring Officer(s) and the resources needed to provide an effective legal service.

22/20

REPORTS OF BODIES

RESOLVED

That the minutes and recommendations of the undermentioned Bodies be received and approved subject to any amendments listed below:-

- (a) Joint Development Management Committee and Overview & Scrutiny Panel – 4 June 2020
- (b) Development Management Committee – 8 July 2020
- (c) Overview & Scrutiny Panel – 16 July 2020

O&S.7/20: Overview and Scrutiny Annual Report

RESOLVED

That the Overview and Scrutiny Annual Report for 2019/20 be approved.

- (d) Audit Committee – 23 July 2020
- (e) Executive – 30 July 2020
- (f) Audit Committee – 30 July 2020

A.8/20: Annual Report 2019/20

RESOLVED

That the Council adopt its draft Annual Report for 2019/20, subject to the ratio between the average house price and annual average income information being updated.

- (g) Joint Development Management Committee and Overview and Scrutiny Panel – 3 September 2020

OSDM.11/20: Coronavirus (COVID-19) Recovery and Renewal Plan Development Update

In line with the recommendation generated from the Joint Meeting, it was **PROPOSED** and **SECONDED** that:

‘Council be **RECOMMENDED** to form a Member Working Group to oversee the work of the Recovery Management Team / Group / Strategy (as set out at Appendix 1 of the presented agenda report). The remit of this Working Group will be to set priorities and direct officers accordingly. This Group to become effective immediately following the Full Council meeting to be held on 24 September 2020.’

In debate, there were conflicting views expressed by Members. Whilst some Members felt that Member involvement in overseeing the work was critical, others fundamentally disagreed and did not see the need for an additional Working Group to be established.

When put to the vote, the recommendation was declared **LOST**.

With regard to the Joint Meeting recommendation that related to Team Devon representation, it was felt that the Briefing Note that had been provided to Members had been very helpful.

- (h) Executive – 17 September 2020

E.20/20: Community Housing Delivery Programme: Progress Report and Capital Requirements

Whilst acknowledging that the report had been published under exempt cover, a Member expressed his disappointment that he had still not received any responses to a number of specific questions that he had raised during the Executive meeting. In particular, the Member expressed his dissatisfaction over the cash flow information.

It was then:

RESOLVED

1. That approval be given to the Community Housing Development Expenditure of up to £5.9 million to build out the first two Community Housing Schemes (St Ann’s Chapel (13 units) and South Brent (17 units)) as set out in the presented exempt agenda report to the Executive meeting; and

2. That approval be given to funding of up to £5.9 million to build the schemes from a combination of internal borrowing and external borrowing (from the Public Works Loan Board).

(Meeting commenced at 12 noon and concluded at 5.45 pm)

Chairman

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5. thanks be put on record to the Members of the Climate Change and Biodiversity Working Group for developing the draft Strategy and Action Plan.

1. Executive summary

- 1.1 The Council declared a Climate Change and Biodiversity Emergency on 25th July 2019 and committed to develop an action plan ('the Plan').
- 1.2 The draft Plan was subsequently adopted on December 19th 2019 and the Council resolved to develop a Strategy Framework and consult on the Plan.
- 1.3 The Draft Climate Change and Biodiversity Strategy was developed and presented to the council on 16th July 2020 and again on 24th September 2020.
- 1.4 Members of the Council's Climate Change and Biodiversity Community Forum were selected in November following an expression of interest exercise conducted in October. The first session of the Community Forum will be held on 9th December 2020.
- 1.5 This report provides an update to Members, sets out progress to date, and recommends that the Council now adopt the Climate Change and Biodiversity Strategy.

2. Background

- 2.1 At Full Council on 24th September, Members considered an updated Climate Change and Biodiversity Strategy, containing both a framework and action plan.
- 2.2 A key part of the resolution arising from the meeting was to compile the first version of the Strategy and Action Plan to bring back for adoption at the Council meeting to be held on 17 December 2020;
- 2.3 In addition, another key resolution arising from that meeting was to create the Council's Climate Change and Biodiversity Community Forum and hold an initial meeting before the final draft of the Strategy and Action Plan are presented to the Council meeting on 17th December 2020.
- 2.4 The Climate Change and Biodiversity Member Working Group met on 22nd October 2020 to discuss the content of the draft Strategy and Action Plan and to also hear about the Green Homes Grant Scheme funding that the Council was awarded from the Department for Business, Energy & Industrial Strategy.

3. Outcomes/outputs

- 3.1 The Council recognises the need to reduce its carbon footprint, and to respond to the challenges of climate change and loss of biodiversity in the interests of local, national and global well-being.
- 3.2 This report sets out a summary of the Council's progress and its strategic approach to work towards its adopted aims in light of its declaration of a Climate Change and Biodiversity emergency.

4. Outcomes from the first Climate Change and Biodiversity Community Forum Session

- 4.1 Officers will provide a verbal update on the first meeting of the Forum that was held on 9th December by which time this report will already have been published.
- 4.2 The Forum will act as an ongoing collaboration between the Council and a broad cross section of the Community. However, it is recognised that Climate Change and Biodiversity loss are of critical importance and interest to a wide range of individuals and established groups across the District. It's also clear that there is expertise, knowledge and capacity that the Council should endeavour to learn from, work with and support.
- 4.3 In view of this, the Executive will continue to engage and meet, on an informal basis, with wider groups and individuals as and when appropriate in order to work towards shared aims.

5. The Climate Change and Biodiversity Strategy

- 5.1 Appendix 1 is the first version of the South Hams District Council Climate Change and Biodiversity Strategy. Since 24th September, the Strategy has been refined in terms of content narrative and now has the inclusion of some baseline data over which the Council has a level of influence.
- 5.2 The Action Plan has been amended to include two timeframes for each action. The intention for this is to indicate when various actions are expected to begin and end. Whilst Officers are unable to identify detailed project plans at this stage, a delivery plan is being developed which will enable officers to track Council activity that has links to the Climate Change and Biodiversity Strategy and its Actions.
- 5.3 Setting targets for reducing carbon emissions is notoriously difficult. A key factor is the level of control over which, in this case, the Council have in securing the necessary reductions. Whilst the Council can influence, promote and support change it has very limited direct control other than over its own activities. The Strategy proposes to continue to monitor yearly carbon emissions data and to continue to

engage and work with the Devon Carbon Plan, utilising the expertise involved with that process.

- 5.4 In the lead up to the 26th UN Climate Change Conference (COP26), due to be held in Glasgow in November 2021, having been postponed from November 2020, it is likely that increased opportunities to tackle carbon emissions will present themselves as the Government seeks to position the UK as a leader in tackling Climate Change. By having a fluid Strategy and Action Plan the Council can capitalise on emerging projects and funding to develop work streams to input into the delivery plan. A good example of this is the successful bid for the Green Homes Grant Local Authority Delivery fund.
- 5.5 This strategy also complements the Council's Recovery and Renewal Plan and relevant actions from within the first iterations of the Recovery and Renewal Plan have been carried across into the Climate Change and Biodiversity Action Plan.
- 5.6 As a signatory of the Devon Climate Emergency, the Council is a key partner in the development of the Devon Carbon Plan. The progress on this has been delayed in part because of partner pressures resulting from the COVID-19 pandemic, however public consultation on the Interim Devon Carbon Plan is expected to commence on 7th December 2020.
- 5.7 With that in mind, it is proposed that the Climate Change and Biodiversity Strategy is updated again within 1 year, at which point the Devon Carbon Plan will have completed its consultation process. This will allow officers to cross reference the plans to ensure that they are both complementary and suitably resourced.
- 5.8 Since declaring a Climate Emergency, and despite the on-going pandemic, Officers have continued to work on tasks and projects that will aid the District in becoming net zero by 2050. Most notably we have secured £336,750 from the governments Green Homes Grant Scheme in order to provide insulation and some air source heat pumps for eligible households.
- 5.9 Officers have also been undertaking work relating to the application of Policy DEV32 as part of the Joint Local Plan Supplementary Planning Document. In addition there is ongoing work with Plymouth City Council on a project brief for Renewable Energy Capacity in the Plan area which may be used as evidence for future site allocations as part of a review of the Joint Local Plan.

6. Climate Change and Biodiversity Earmarked Reserve

- 6.1 As a result of the ongoing financial impacts of the Pandemic, the £400,000 earmarked reserve for initiatives relating to Climate Change and Biodiversity has, as with all earmarked reserves, been under review whilst the Council's immediate and medium term financial position has been established.

- 6.2 In view of the emerging budget position, we are now able to consider how best the reserve can be utilised to work towards the Council's aims as set out in the, soon to be adopted, Climate Change and Biodiversity Strategy and Action Plan.
- 6.3 The £400,000 is a one-off earmarked reserve and Members will recall that the Executive, at its meeting on 22 October 2020 approved an allocation of £20,000 to support the delivery of work to improve the energy efficiency of the existing housing stock in light of the successful Green Homes Grant bid (Minute E.31/20 refers). This leaves an earmarked reserve of £380,000.
- 6.4 The Council's declared aims are:
- a) to reduce its organisational carbon emissions (Scope 1, 2 and 3 emissions) to net-zero by 2030; and
 - b) to commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce the District of South Hams' carbon emissions to net-zero by 2050 at the latest;
 - c) That the Council aim for a 10% Biodiversity Net Gain in the habitat value of its green and wooded public open space by 2025;
- 6.5 It is proposed that the following split initially be adopted; £180,000 for initiatives/actions supporting a) and c) – focussed on the Council's own carbon footprint and biodiversity and showing leadership within the Community by setting a positive example.
- 6.6 The remaining £200,000 for initiatives supporting b) through a range of Community Grants. This would be split, initially, into 2 phases of £100,000 each
- 6.7 The grants - which will be a combination of small, cash grants and larger match funded awards - will be managed through the Crowdfunder Platform and offered in a manner so as to achieve, where possible, a representative geographical split across the District.

7. Proposed Way Forward

- 7.1 Recognising that the Climate Change Strategy is the Council's first version and that actions are likely to be developed, amended and generated based on emerging opportunities, outcomes from the quarterly Community Forum Session and the developments with regard to the Interim Devon Carbon Plan, it is recommended that powers to amend the Action Plan are delegated to the Director of Governance and Assurance, in consultation with the lead Executive Member for Climate Change and Biodiversity.
- 7.2 In doing this, it will be expected that updates to the Strategy and Action Plan will be presented to the Executive (and reviewed by the Overview and Scrutiny Panel) on a six-monthly basis to ensure

continued Member involvement as work progresses on the Strategy and Action Plan.

- 7.3 To note the proposals for the Climate Change and Biodiversity Earmarked Reserve.

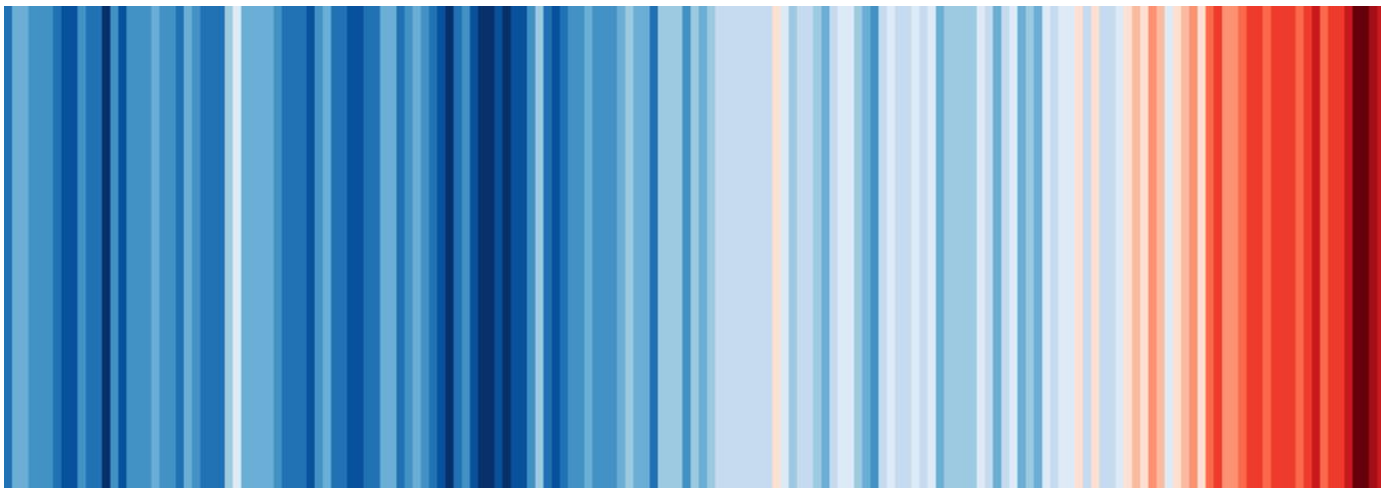
8. Implications

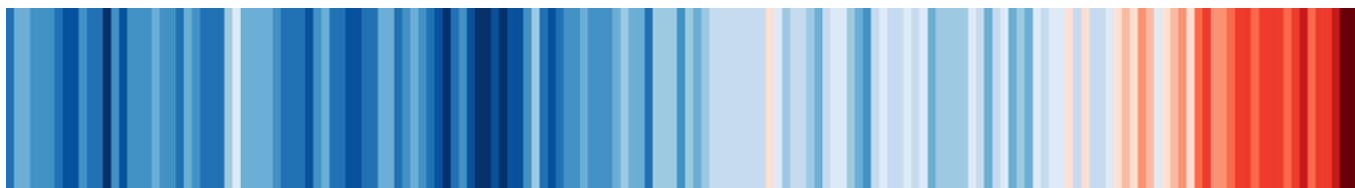
Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	There is no statutory requirement for the Council to set climate targets, or produce a Climate Strategy or an Action Plan set out in the Climate Change Act 2008. The Council is, however, obliged to meet obligations in grant funding agreements; under regulatory arrangements such as through air quality reviews and monitoring under the Environment Act 1995; and in the development of local plans under the Planning and Compulsory Purchase Act 2004, where the local planning authority must have regard to national policies.
Financial implications to include reference to value for money	Y	Some actions commit to financing some measures through developer contributions. This report sets out how the remaining £380,000 of the Climate Change Earmarked Reserve will, initially be split between various initiatives set out in 6.5 and 6.6.
Risk		The key risk relates to the potential to not deliver against the aims set by the Council. By adopting a strategy and action plan and by building in regular reviews this risk is mitigated.

Appendix 1

Draft SHDC Climate Change and Biodiversity Strategy

South Hams District Council Climate Change and Biodiversity Strategy





(‘Warming Stripes – Global’ Ed Hawkins, National Centre for Atmospheric Science, University of Reading)

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Executive Summary

We are facing an unprecedented challenge in dealing with Climate Change, anthropogenic emissions have resulted in runaway heating of our atmosphere, illustrated by the ‘warming stripes’. These emissions, coupled with rapid biodiversity and ecosystem loss, are combining to create a mass extinction event that threatens all life on our planet. In South Hams, people are likely to experience rising sea levels, more frequent flooding, stronger storms and more frequent heatwaves as a direct result of Climate Change. This will also adversely affect our wildlife and their habitats. In response to this South Hams District Council declared a Climate and Biodiversity Emergency on 25th July 2019, and have been working with partners to develop a set of aims and an action plan.

This strategy was developed during the height of the COVID-19 pandemic which has demonstrated just how quickly we can all adapt to new ways of working, living and thinking. During this time we saw how unmanaged verges and natural space can burst with life, providing a much needed boost to local wildlife and we saw the biggest work from home experiment the nation has ever seen. As a result, we’ve witnessed a glimpse of what a world would look like with less traffic and more people taking up cycling and spending time walking in their local areas for exercise. Clearly, this didn’t come without its challenges and we will emerge into a very different economic landscape that will have direct impacts on the community that we serve. However, we must now take some of these lessons to drive a more environmentally friendly recovery and renewal. Because of this, this Strategy will sit alongside, and be complementary to, the Council’s emerging Recovery and Renewal Plan.

The Council has committed to the following aims;

1. That the Council aim to reduce its organisational carbon emissions to net-zero by 2030;
2. That the Council commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce the District of South Hams’ carbon emissions to net-zero by 2050 at the latest;

¹ This work is licensed under a Creative Commons Attribution 4.0 International License (CC BY 4.0)

3. That the Council aim for a 10% Biodiversity Net Gain in the habitat value of its green and wooded public open space by 2025;

Forward by Cllr Judy Pearce, Leader of South Hams District Council:

"Evidence shows that humans have already caused climate change, the impacts of which are being felt around the world. Global temperatures have already increased by one degree Celsius from pre-industrial levels."

"Atmospheric Carbon dioxide (CO₂) levels are above 400 parts per million (ppm). This far exceeds the 350 ppm deemed to be a safe level for humanity and wildlife."

"We, and the Devon Climate Emergency Response Group, recognise that much of what needs to be done is beyond the ability of any one authority, but we remain committed to working together, with partners, stakeholders, the private and public sectors to do what we can."

"As an organisation, through workshops with councillors and staff, we have brought together a list of ideas that will form the basis of our plans for reducing our own organisational footprint, and ideas that are outside of our control which we would need to work with partners and communities on."

PART ONE

1. Introduction - A Global Issue and a Local Challenge

We are facing an unprecedented challenge in dealing with Climate Change, anthropogenic (originating from human activity) emissions has resulted in runaway heating of our atmosphere, illustrated by the 'warming stripes'. These emissions, coupled with rapid biodiversity and ecosystem loss, are combining to create a mass extinction event that threatens or severely impacts all life on our planet.

The United Nations Intergovernmental Panel on Climate Change (IPCC) Special Report on Global Warming of 1.5 degrees Celsius was published in October 2018 and describes the enormous harm that a 2 degrees Celsius rise is likely to cause compared to a rise of 1.5 degrees. The report went on to say that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities. It is estimated that, globally, humans need to reduce our CO₂e (carbon equivalent) emissions from the current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible

The recent Intergovernmental Panel for Biodiversity and Ecosystem Services (IPBES) stated that around 25% of the world's species are now at threat of extinction due to habitat loss and the effects of climate change. The Committee on Climate Change recently reported that for the UK to reach 'carbon net zero' by 2050, there will have to be a quadrupling of low carbon electricity, major scale carbon capture and storage.

Organisations, Governments, and Local Councils around the world are responding to this by declaring a 'Climate Emergency' and committing to address this emergency. After Devon County Council declared a Climate Emergency on 21 February 2019, the Devon Climate Emergency Response Group (DCERG) was formed, which will facilitate effective action across a broad partnership. South Hams District Council declared a Climate Change and Biodiversity Emergency and signed up to the Devon Climate Declaration, alongside a wide range of partners, in 2019.

During the opening statement at the 2019 UN Climate Change Conference (COP25), the Secretary-General António Guterres had a stark warning: "The point of no return is no longer over the horizon. It is in sight and is hurtling towards us."

We recognise the brevity of this challenge and whilst this all may seem daunting we still have time to limit catastrophe and even at a local level, we can do our bit to help meet this aim. It cannot be underestimated what the scale of the challenge means, it is not clear if the goal is achievable, however, the Council is committed to pursuing this the best it can.

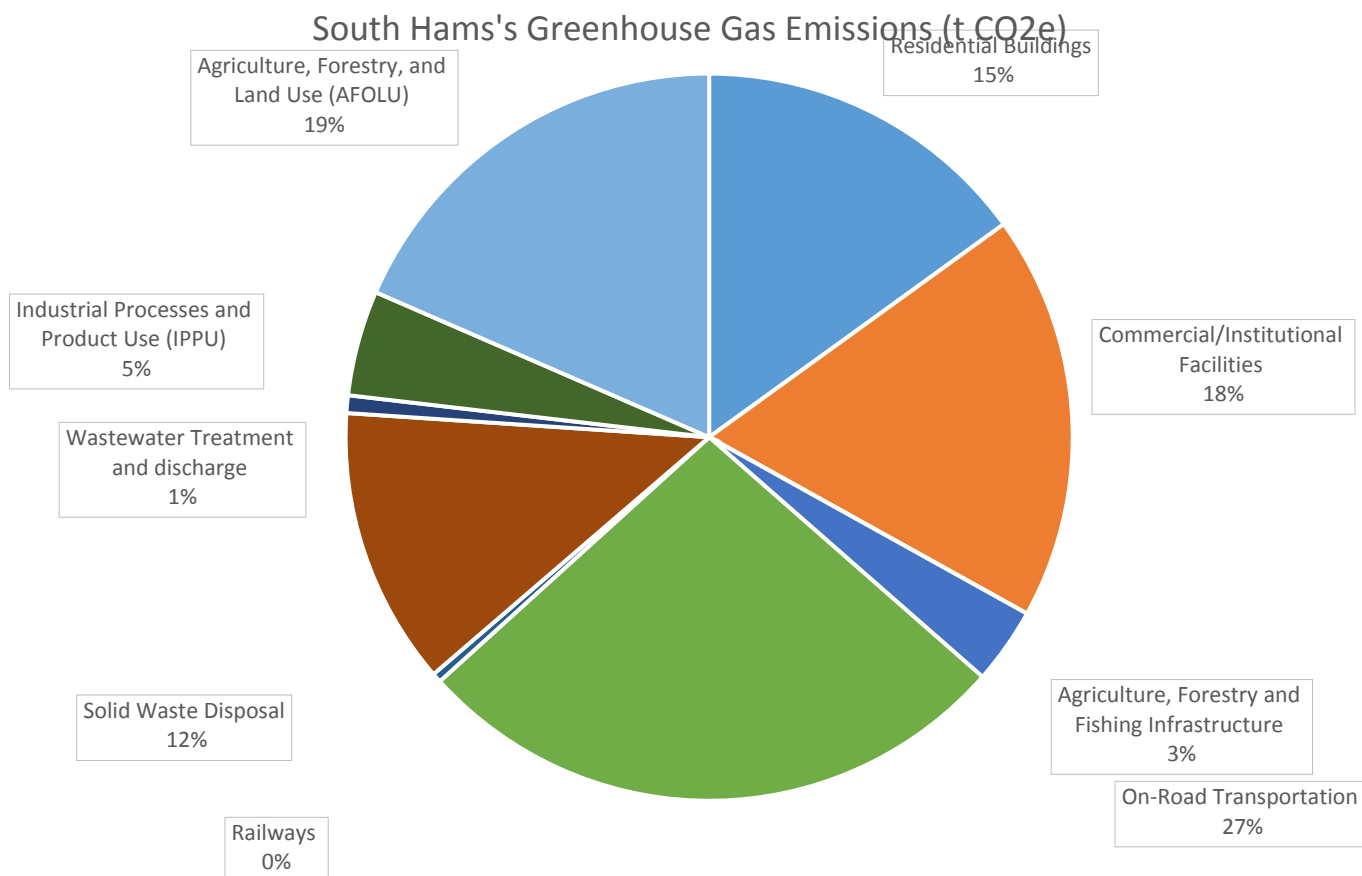
The Council does not have all the answers or have the means to provide all the solutions, the response to climate change demands a linked up approach across sectors, agencies, government, business and local residents. However, the Council does recognise that our position in leadership can prove invaluable in galvanising a collective approach and facilitating effective partnership working across Devon.

2. The Local Picture

In developing a strategy for how we can help the district become net zero by 2050, we must first understand broadly what the various sector emissions are to direct plan actions more efficiently. South Hams covers an area of 886.5 km² sq. km, the area contains several market and coastal towns with a wider network of towns, villages and hamlets which provide homes for 86221 people.

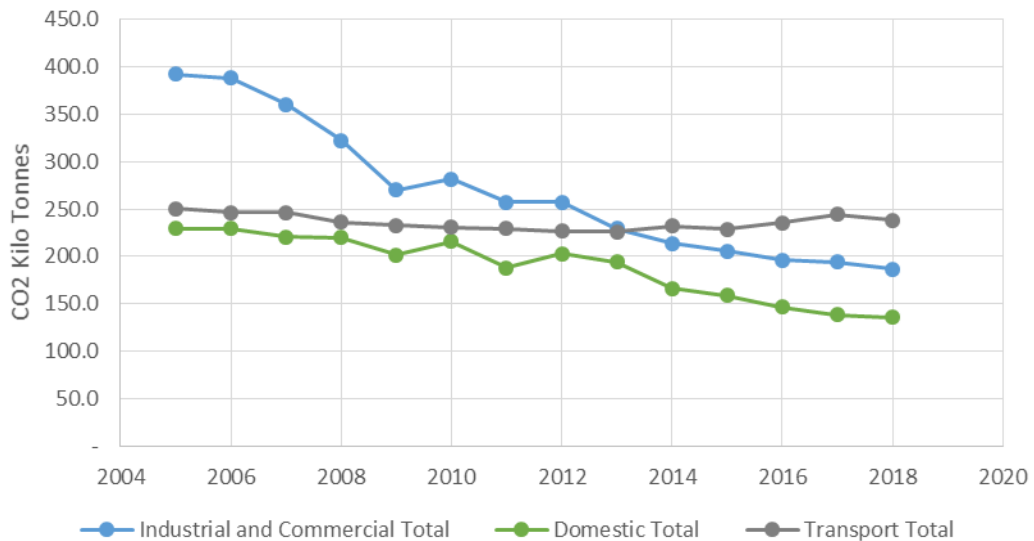
Rural South West Devon has a diverse economy. In 2012 the top employment sectors were retailing, public sector services, tourism, construction and manufacturing. A key issue impacting on the economy of South Hams is the relatively low wage rates of those who work within the area, contrasting with higher resident wage rates and high skills levels amongst people who live in the area. Consequently, our area experiences significant levels of out-commuting to work and below national average employment levels. This raises a significant challenge in responding to Climate Change in our administrative area, connectivity and transportation is a leading contributor to carbon emissions.

As a snapshot of total Greenhouse Gas Emissions for South Hams by sector, Exeter University was commissioned to undertake a study of all Greenhouse Gas Emissions in Devon as part of the Devon Carbon Plan process. Within that study, the data is displayed for each local authority area in the County and the South Hams Greenhouse Gas Emissions chart is below². Unlike the yearly data provided by Department for Business, Energy and Industrial Strategy, this data includes other greenhouse gases such as methane and nitrous oxide.



As part of the monitoring of the Joint Local Plan, the Council produces an annual monitoring report (AMR) to review the effectiveness of our planning policies. Whilst this is heavily directed towards housing and employment figures, the Plymouth and South West Joint Local Plan sets a policy objective to half the 2005 carbon emissions levels by 2034 (this is the life of the development plan). The Council reports carbon emissions levels for South Hams obtained from the Department for Business, Energy and Industrial Strategy (this does not include other Greenhouse gases other than Carbon Dioxide); new data was published in June 2020 to contain 2018 estimates, graph 1 below illustrates this data and the trajectory of CO₂ emissions since 2004. Whilst the data does not include other greenhouse gases, the age of the data allows us to understand trends over time.

² [Mitchell, T \(2017\) Greenhouse Gas Report, University of Exeter Centre for Energy and Environment](#)



(Graph 1: sector emissions for South Hams between 2005 and 2018, Department for Business, Energy and Industrial Strategy 2018 estimates, 2020)

As a percentage of CO2 emissions per sector, figure 1 below provides an illustration as of 2018.

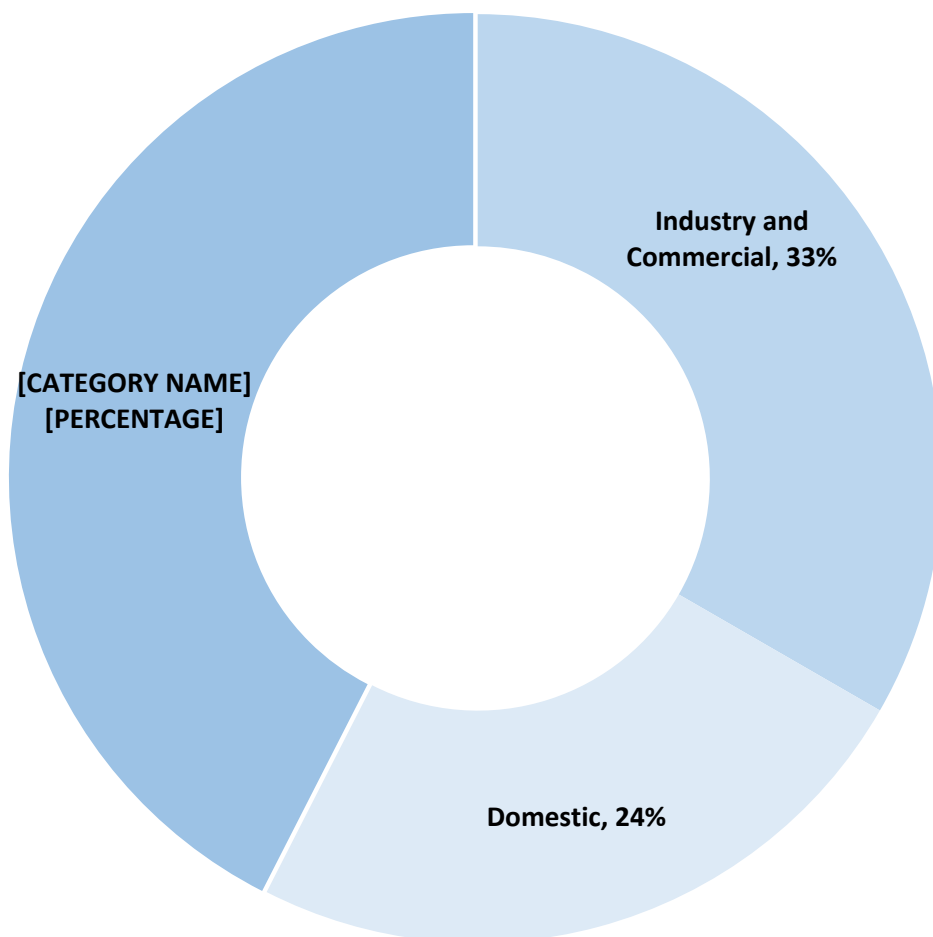


Figure 1 – Sources of CO2 in South Hams (Department for Business, Energy and Industrial Strategy 2018 estimates, 2020)

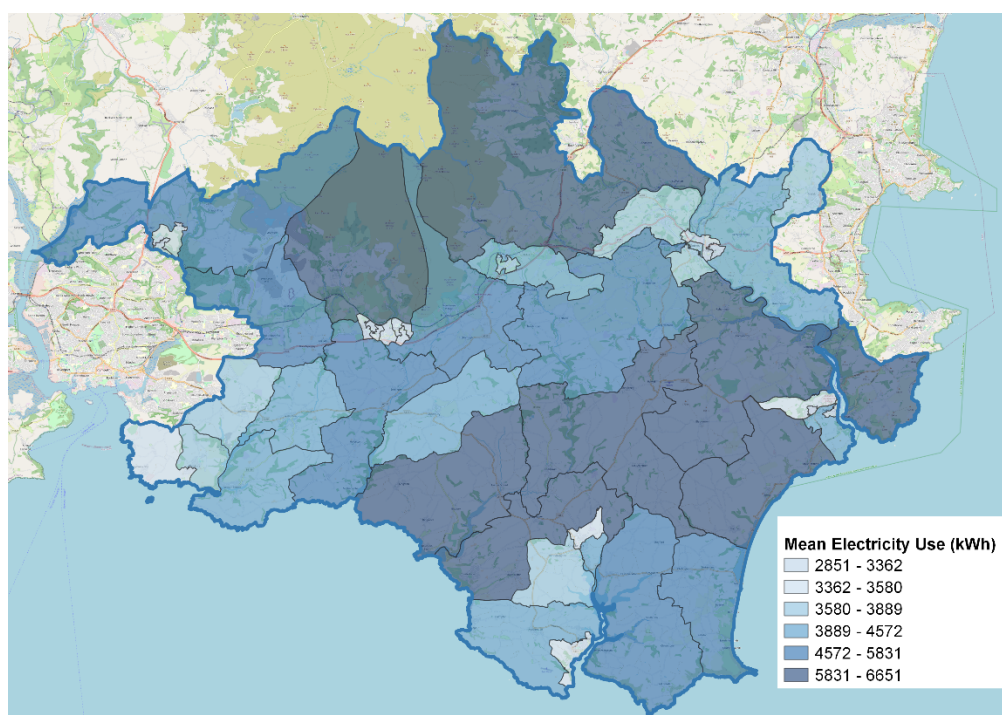
In South Hams, whilst the trend has continued to decline there was a rise between 2016 and 2017 resulting from an increase in road transport on both ‘A’ and minor roads. The most polluting sectors continue to be in

transportation, whilst industrial and domestic continue to fall. Since 2010 (The IPCC baseline³) South Hams has reduced its CO2 emissions by 23%. Balancing out the emissions in our area, approximately 4.2% of 2018's CO2 emissions were captured by land use and forestry activities.

The CO2 emissions data produced by the Department for Business, Energy and Industrial Strategy show that whilst carbon emissions continue to decline, there remains a challenge with tackling emissions across all sectors to bring these down at a much faster rate than has happened to date. Clearly then, the Council will need to help facilitate, and create the conditions which will enable business and residents to reduce their carbon emissions. This can be achieved through regulatory systems such as planning, as well as through engagement and collaborative working.

Unlike Transport and Industry, the Council does have a level of influence relating to domestic energy use through grant funding that is occasionally made available to tackle poor performing homes. Despite domestic emissions (broadly associated with energy consumption) showing a downward trend, the rate of decline is slow. Data was obtained from the Department for Business, Energy and Industrial Strategy to ascertain the spatial distribution of energy use in the District. The data is captured at lower super output area (LSOA) which are automatically generated to be as consistent in population size as possible, the data was published on 28th February 2020⁴. There are some caveats regarding how this data is captured, primarily that electricity and gas meters that have not successfully been assigned to a geography, due to insufficient address information, are counted in an 'Unallocated' category and therefore not captured on this map, this is further explained within the government methodology for this data set.⁵

Nonetheless, the data provides a useful illustration of electricity and gas consumption. In terms of electricity use, the most energy appears to be used in the south of the district. The map below shows the 2018 mean electricity usage by LSOA and each band of energy use is equally distributed.

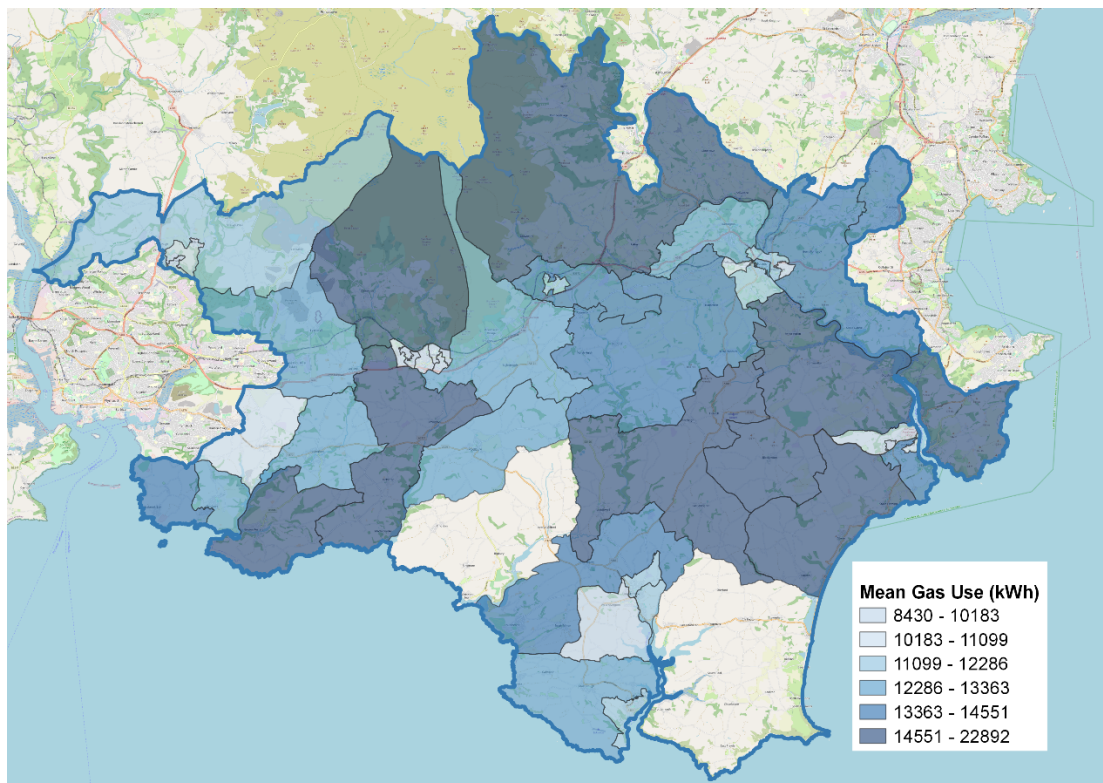


The gas usage, on the other hand, appears to be low, two LSOA's in the area had no data recorded for it, this could be explained by the dataset note which explains that meters with poor address information is unallocated. Of further note, the number of gas meters recorded in each LSOA is often much lower than those recorded for electricity. This indicates that many domestic properties are not connected to mains gas and when comparing with the spatial distribution of electricity use, indicates that home heating and cooking in the southern areas may be done by electricity or biomass.

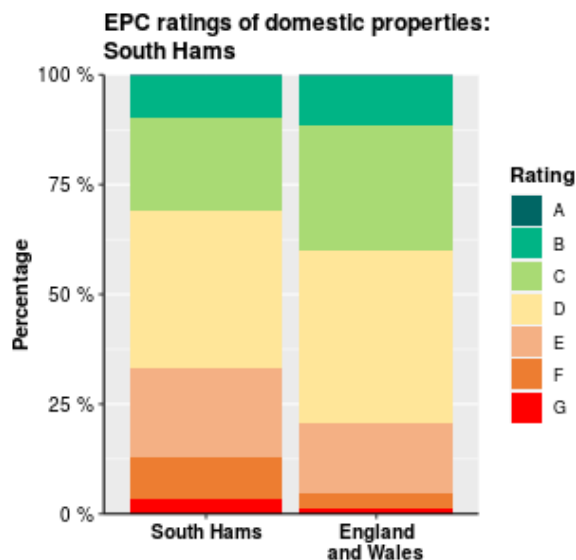
³ 2010 was the most recent year for which emission statistics on all gases as well as assessment of uncertainties were essentially complete at the time of data cut-off for the IPCC Fifth Assessment report

⁴ <https://www.gov.uk/government/statistics/lower-and-middle-super-output-areas-electricity-consumption>

⁵ <https://www.gov.uk/government/publications/regional-energy-data-guidance-note>



What these two data sets can tell us is areas where efforts could be directed to continue reduced gas usage, but equally be able to heat their homes in a much more sustainable way, whether this is through future retro-fit schemes or district energy provision. To illustrate the level of domestic energy performance in the district, the graph below shows the percentages of EPC certificates for domestic properties in South Hams⁶.



South Hams has a large number of difficult to treat housing with a larger proportion of properties having EPC ratings of D and below. Research by the Energy Saving Trust⁷ suggests that with the current (at the time) grid electricity emissions factor, heat pumps are most suitable for well-insulated properties off the gas grid or in new developments with high-performance building fabric. Of course, the more the electricity grid is decarbonised, the lower carbon impact these will have on properties off the gas grid but equally, bigger uptake of heat pumps will also put more pressure on the grid, so a combination of lower grid emissions factors and on-site renewable electricity would deliver the best outcome in these areas.

⁶ MHCLG, 2019. Energy Performance Certificate (EPC) ratings of domestic properties in England and Wales [obtained online at www.domesticenergymap.uk]

⁷ [Exeter University, 2011, A Review Of Renewable Energy Resource Assessment And Targets For Devon](http://www.exeter.ac.uk/research/energy)

From a biodiversity perspective, South Hams has a rich natural environment and is characterised by important landscape designations, including the neighbouring Dartmoor National Park, the South Devon Area of Outstanding Natural Beauty, and heritage coast. Additionally, there are some European protected wildlife sites, designated and protected under the Conservation of Habitats and Species Regulations for the protection of important species.

South Hams contains;

- Southern part of Dartmoor National Park, the majority (98%) of South Devon AONB, excluding two small sections within the Torbay Council and Plymouth City Council areas, and a small part of Tamar Valley AONB.
- Part of two Marine Conservation Zones (MCZs), Skerries Bank and Surrounds and Tamar Estuaries Sites.
- Whole of two and part of six Special Areas of Conservation (SACs), (including part of three Inshore SACs with marine components)
- Part of a Special Protection Area (SPA).
- Whole of twenty-four and part of six Sites of Special Scientific Interest (SSSIs) for biodiversity and geological conservation
20 of the SSSIs are designated for their biological interest, 3 for their geological interest and 7 for mixed interest.
- Two National Nature Reserves (NNRs), the whole of one and part of one Local Nature Reserve (LNR) and numerous County Wildlife Sites (CWSs), Regionally Important Geological Sites (RIGSs), Other Sites of Wildlife Interest (OSWIs) and Unconfirmed Wildlife Sites (UWSs).
- River corridors including the Dart, Avon, Erme and Yealm.
- 2,684 ha of ancient woodland (2.97% land cover compared with a Great Britain average of 2.4%).
- A large number of ancient, veteran and notable trees, many of which are protected under Tree Preservation Orders.
- A whole of three and part of one Devon Wildlife Trust (DWT) Reserve.
- Greater Horseshoe Bat roost at High Marks Barn, west of Moreleigh and linked roosts at Buckfastleigh and Berry Head near Brixham in neighbouring local authority areas.
- Large areas of land within strategic flyways (commuting routes) and sustenance zones (feeding areas) for Greater Horseshoe Bats.
- Cirl bunting Red and Amber areas as recognised in the Draft Wildlife and Development Guidance Note: Cirl Buntings.
- Identified Strategic Nature Areas.

Maps of the most important sites can be found here

<https://www.plymouth.gov.uk/sites/default/files/SouthHamsGreenInfrastructureFrameworkAppendicies.pdf>

What issues are the South Hams likely to face?

South Hams has several flood risk zones along its waterways and coastal areas. Although more difficult to quantify, it is generally accepted that in the UK Climate Change will bring about more frequent and heavy rain. When combined with tidal surges associated with increased storm activity and rising sea levels, many of our residents will experience more frequent flood events.

The coastal communities around the southern fringes will be impacted by rising sea levels, its towns such as Totnes, Modbury and Kingsbridge have frequent flooding issues. Furthermore, the area has community resilience issues and as a result poor public transport connections between village, hamlets and towns. South Hams as a whole is spatially disconnected and residents predominantly rely on private transport to get around. This is reflected in the carbon emissions associated with transportation.

The consequences of climate change extend beyond physical impacts on the environment, it also has health impacts on the population. Poor air quality can lead to numerous cardiovascular diseases, increasing temperatures can lead to heat-related mortality, and rising energy prices can result in increased fuel poverty. These health impacts can also become mentally harmful, those directly affected by flooding can have their lives upended, and needing months sometimes years to recover.⁸ Many people are already feeling anxiety, fear and grief due to the changes that are happening now across the world and psychologists are seeing a rise in 'Eco-anxiety'.⁹

⁸ <https://www.gov.uk/government/news/prepare-for-flooding-to-reduce-impacts-on-mental-health>

⁹ [https://www.thelancet.com/journals/lanph/article/PIIS2542-5196\(20\)30081-4/fulltext](https://www.thelancet.com/journals/lanph/article/PIIS2542-5196(20)30081-4/fulltext)

The loss of habitats and wildlife also reduces the opportunity to commune with nature; the benefits of this to the health and well-being of society is well documented. The WWF Living Planet report of September 2020, states that over two-thirds of wildlife has been lost globally since 1970.¹⁰

The changes to the seasons and local temperatures due to climate change are impacting wildlife species as this disruption affects feeding and breeding and their ability to thrive and survive. Bee and other pollinator numbers are already in serious decline and combined with fewer insect predators and pollinators to assist farmers food production is likely to worsen. Similarly, their decline is affecting species higher up the food chain which depend on them for food.

Climate change is also negatively affecting migratory species of birds and marine animals as well as fisheries and agriculture, which in turn is having an adverse impact on economics at both the macro and local scale. The current COVID pandemic's impact on economics is exacerbating these negative impacts.

3. Our Influence

A Local Authority has many opportunities and powers to address Climate Change and Biodiversity loss but it is important to recognise these powers are not unlimited. We have very few powers to raise finance directly and instead we must capitalise on our ability to develop partnerships, provide leadership and enable a collective approach by galvanizing our residents and encourage and support flourishing eco businesses, third sector bodies and community groups.

The Climate Change Committee (CCC) recommends that local authority plans should include a high level of ambition for emissions reduction, and to focus on emissions drivers and adaptation activity over which local authorities have direct control or influence.

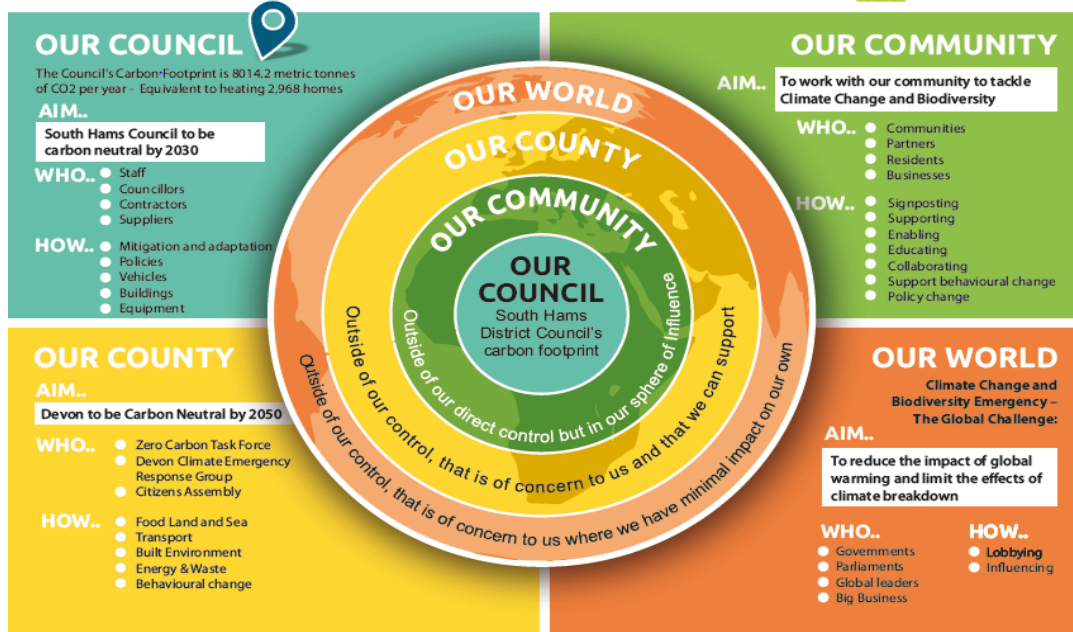
There are distinct areas of action the council can act on, and these are;

- Areas we can directly control/guide
- Areas we can enable through funding
- Areas we can enable through policy and regulatory systems
- Areas we can influence locally
- Areas we can influence nationally through request and lobby

The CCC published a report¹¹ which advises how local authorities can most effectively reduce emissions and manage climate risk in their areas. South Hams is a 'district' within the meaning of the report, the districts are responsible for housing, leisure and recreation, environmental health, waste collection and planning services. The image below illustrates what the plan aims to achieve by who and how.

¹⁰ WWF (2020) Living Planet Report <https://www.worldwildlife.org/publications/living-planet-report-2020>

¹¹ CCC (2012), How local authorities can reduce emissions and manage climate risk



The CCC 2019 Progress Report to Parliament¹² points to several priorities for the Government in stepping up their delivery approach to responding to Climate Change, whilst directed at central Government the same aims can apply to us too, these were;

1. Embed net-zero policy across all levels and departments of government, with strong leadership and coordination at the centre.
2. Make policy business-friendly.
3. Put people at the heart of policy design.
4. Support international increases in ambition and celebrate UK ambition.

South Hams District Council has a commitment to helping the area become carbon neutral by 2050. The authority has an opportunity to show leadership and help foster collective action through a new climate aware implementation of policies, investment and engagement. The decisions we make can have long-lasting environmental impacts and also shape the way we live. There are some key strategies and programmes being developed or altered which align with this Climate Change and Biodiversity Strategy and Action Plan which will be critical to ensuring success, such as:

- Plymouth and South West Devon Joint Local Plan (including Plan revisions expected to begin in 2021)
- Devon Carbon Plan
- Our emerging Recovery and Renewal Plan
- Housing Strategy

This Climate Change and Biodiversity Strategy represents the culmination of this work to date, there is no such thing as a 'final' version as this will be constantly reviewed as demands change. We expect that this Strategy will be reviewed and refined based on continuous feedback and further engagement.

4. How South Hams District Council will be changing and what we will be doing directly?

As a proportion of CO2 emissions, South Hams District Council is responsible for 1.4% of the total emissions across the district based on 2018 data¹³. South Hams District Council has committed to reducing operational

¹² CCC, 2019, 2019 Progress Report to Parliament

¹³ Calculated using the Council's 2018/2019 Greenhouse Gas Inventory and the total district CO2 emissions data provided by the Department for Business, Energy & Industrial Strategy

carbon emissions to Net Zero by 2030 and this forms one of the two action plans, The Operational Carbon Reduction Plan – Reducing Our Footprint, the other being The South Hams Climate Change and Biodiversity Action. The operational emissions are broken down into Scope 1, 2 and 3 emissions;

Scope 1 - Direct emissions

Activities owned or controlled by your organisation that release emissions straight into the atmosphere. They are direct emissions.

Examples of scope 1 emissions include emissions from combustion in owned or controlled boilers, furnaces, vehicles; emissions from chemical production in owned or controlled process equipment.

Scope 2 - Energy indirect

Emissions being released into the atmosphere associated with your consumption of purchased electricity, heat, steam and cooling. These are indirect emissions that are a consequence of your organisation's activities but which occur at sources you do not own or control.

Scope 3 - Other indirect

Emissions that are a consequence of your actions, which occur at sources which you do not own or control and which are not classed as scope 2 emissions. Examples of scope 3 emissions are business travel by means not owned or controlled by your organisation, waste disposal, or purchased materials or fuels.

In summary we will be;

- Reducing the resources we use such as paper and water and improvements in the energy efficiency of our buildings, to improve comfort, lower bills and prepare for a switch to low-carbon heating.
- Supporting the public and the Council for a move away from natural gas heating.
- Promoting heat pumps to be seen as an established part of the solution.
- Looking to support an end to biodegradable waste streams going to landfill after 2025.
- Preparing for an increase in the market share of Electric Vehicles (EVs) during the 2020s with an expansion of EV charging.
- Looking to increase the tree canopy cover on our owned land, and looking to redesign parks to become carbon neutral.
- Supporting improvements in diet and increased walking and cycling among our staff, increasing support for remote working.
- Ensuring that our suppliers have the lowest carbon impact possible.
- Promoting virtual meetings rather than travelling, where appropriate.
- Fully supporting remote working to reduce staff commuter mileage to continue working practices deployed during the COVID-19 lockdown.
- Supporting the introduction of carbon/environmental impact and climate risk assessments procedures to guide Council decision making to be included on the report template
- Taking carbon and ecological footprint into consideration in procurement policy.
- Supporting understanding of climate and biodiversity issues through briefings for Members and Officers and sharing information through online newsletters.

There are more actions and the details of these are found within our 'Operational Carbon Reduction Plan', and in terms of what we have done and what we are seeking to do, the story so far is....

OUR COUNCIL - South Hams

Reducing our Carbon Footprint and increasing Biodiversity

The Council's total carbon footprint is estimated at 8000 metric tonnes of CO2 per year. The Council has put £400,000 aside to help fund climate change plans



The story so far

What we have already done to reduce our carbon footprint:

At our Offices

- Electric car charging points
- Energy efficient bulbs
- Paperless offices
- Meeting agendas accessed electronically

For our Residents

- Promote Eco grants for homes

In our Policies

- Good EP ratings on new developments
- Policy to buy goods and services sustainably
- Joint Local Plan – reduce carbon footprint and encourage walking and cycling friendly developments

What Next

Some of our ideas to help us reach carbon neutral:

At our Offices

- Webinar training to reduce travel
- More sophisticated thermostats
- Water saving taps and wcs

In our Leased Assets

- Improve the energy efficiency of our buildings
- Secure more renewable energy installations

Fuel consumption and energy generation

- Create a Green Energy Company
- Alternative heat system for Follaton House
- Buy truly renewable fuel

In our Policies

- Invest in Green Banks
- Identify land for renewables
- Rain water harvesting on new developments
- Implement sustainable procurement policy
- Buy local wherever possible
- Developer contributions go towards low carbon schemes

For our Biodiversity

- Tree planting on new developments

Cars and transport

- Electric pool car
- Reduced business miles
- Skype meetings instead of travel
- Saved a million miles in officer travel

For our Residents

- New waste service – more recycling
- Stream council meetings – reduce travel
- More information on how to reduce carbon footprint
- Litter, packaging and waste are key messages

For our Biodiversity

- Woodland planting
- Plant trees in open spaces
- Grow saplings
- Wildlife corridors
- Cut hedges, trees and grass less often
- Reduce use of weed killer on hard surfaces
- Help communities to help us look after their bio-diversity
- Build nature into new developments, e.g. Bat boxes

Cars and transport

- Electric car charging points in carparks
- Car share scheme
- Electric powered machinery
- Salary sacrifice for electric car scheme
- Fully Electric fleet
- Electric bike hire in towns, tourist hotspots
- Higher parking charges for polluting vehicles
- Promote electric vehicles through taxi licencing

Our Aim is to be Carbon Neutral by 2030



Moving forward, Part Two is the framework for our strategy, which will then lead into our action plan which will form a basis for how the Council will assist the area in becoming net-zero by 2050.

PART TWO

5. South Hams District Council Climate Change and Biodiversity Action Plan Framework

Soon after we declared a Climate Change and Biodiversity Emergency we began the process of understanding our own emissions as an Authority. What followed was the Council working in partnership with the University of Exeter to complete Greenhouse Gas inventory to work out our current carbon emissions and then a collective effort from all our services to pull together a list of actions that could ultimately form our Action Plan, this was then consulted on during January 2020.

Our work to date and engagement activities began with establishing 13 areas that reflect the priorities of the residents and business within South Hams. These 13 areas form the basis of the approach to the delivery of the Action Plan and can be grouped into four objectives that align strongly with the themes of many other leading cities; we believe this will help us meet our two primary goals.

Objective 1 - Energy

Energy Supply
New Developments
Existing Buildings

Objective 2 - Sustainability

Walking Cycling and Public Transport
Strategic Transport Planning

Air Quality
New Developments
Greening the Economy
Waste and Resources

Objective 3 - Land Use and Biodiversity

Agriculture
Land Use Change for Carbon Sequestration
Biodiversity & habitat enhancement

Objective 4 - Capability & Engagement

Behaviour Change & Communication
Community Engagement
Individual and Collective Action
Partnerships and projects

These 4 objectives and the actions associated with them will help us to meet our targets, namely to reduce operational carbon emissions to net-zero by 2030 and reduce district-wide carbon emissions to net-zero by 2050. But what does this mean for our District and what should be our primary aims?

Aim 1 – reach net-zero carbon emissions as soon as possible and increase habitat value and wooded public open space

The Council has committed to working with partners through the Devon Climate Emergency Response Group to;

- a. Aim to reduce the District of South Hams' carbon emissions to net-zero by 2050 at the latest;
- b. Aim for a 10% Biodiversity Net Gain in the habitat value of South Hams District Council's own green and wooded public open space by 2025

Aim 2 – Creating a resilient South Hams

If there's anything the COVID-19 pandemic has taught us is that the ability for communities to come together to tackle a common issue is possible on a large scale. Even if we do meet our target to reach net zero emissions by 2050, there will be some inevitable impacts arising from the carbon dioxide already in the atmosphere. We are experiencing Climate Change and Biodiversity loss right now and this will continue. With this in mind we need to adapt and mitigate the best we can as we experience

- a. frequent and longer heatwaves
- b. warmer and wetter winters
- c. stronger and more frequent storms bringing about more flooding
- d. sea-level rise¹⁴

6. Implementation and Monitoring

The delivery of this Climate Change and Biodiversity Strategy will require input from across the Council and collaboration with its partners, residents and businesses. Given the fast pace required to assist with the lowering of emissions, the intention for the Action Plan in Part Three is for this to be a living document which can be amended and change as progress changes, technology emerges and Government initiatives are introduced as we move through COVID-19.

We will monitor and report progress on the strategies actions throughout every year starting with using some baseline indicators where we have the most direct influence coupled with monitoring the outcomes of individual projects as they are delivered. As this will be a living document, it's important to keep communities and stakeholders involved throughout, we will create a Community Forum which will comprise a fair representation of people throughout South Hams and introduce quarterly officer facilitated discussions which will be focused around

¹⁴ Met Office, 2020 - State of the UK Climate 2019 <https://www.metoffice.gov.uk/research/climate/maps-and-data/about/state-of-climate>

one of the four objectives set out in this strategy in order to deliver ambitious co-operative working alongside our residents to collaborate on the delivery of the action plan.

We will use the following data sources as a basis for measuring the outcomes of the plan as actions and tasks develop over time.

Table 1 – Baseline indicators

Objective	Indicator	Baseline 2020	Date of most recent data
District Net 0 by 2050	South Hams Net Greenhouse Gas Emissions ¹⁵	910,795 tCO ₂ e	2017
	Percentage reduction in South Hams production greenhouse gas emissions since 2010 ¹⁶	23%	2020
1. Energy	Amount of renewable energy generated ¹⁷	131376.418 MWh	Sep-19
	Number properties with an Energy Performance Certificate of D – G ¹⁸	17,747	Jun-20
	£ of investment secured for retrofit	Data to be collected	
	Proportion of households in fuel poverty ¹⁹	10.80%	2018
2. Sustainability	Number of EV points installed by South Hams	4 points at Follaton House	November 2017
	Percentage of Household waste recycled ²⁰	54.90%	16 September 2020
	Percentage of Commercial waste recycled ²¹	17.43%	16 September 2020
	Proportion of residents who do any cycling, for any purpose, at least once per month ²²	16%	10 November 2012
	Number of ultra-low emission vehicles registered in the District ²³	371	Q2 2020
3. Land Use and Biodiversity	Carbon sequestered in improved habitat in Devon from 2020	Data does not exist yet. Data to be collected as work on the relevant	

¹⁵ Mitchell, T (2017) Greenhouse Gas Report, University of Exeter Centre for Energy and Environment

¹⁶ BEIS (2020), UK local authority and regional carbon dioxide emissions national statistics: 2005 to 2017

¹⁷ BEIS (2019) Renewable electricity by local authority

¹⁸ MHCLG (2020) Energy Performance of Buildings Data England and Wales. Available at:

<https://epc.opendatacommunities.org>

¹⁹ BEIS (2020), Sub-Regional Fuel Poverty, 2018 data. Available at:

<https://www.gov.uk/government/statistics/sub-regional-fuel-poverty-data-2020>

²⁰ Defra (2020), Local authority collected waste generation from April 2000 to March 2019 (England and regions) and local authority data April 2018 to March 2019. Table 1: Local Authority Collected and Household Waste Statistics 2014-15 to 2018-19, Engla

²¹ Defra (2020), Local authority collected waste generation from April 2000 to March 2019 (England and regions) and local authority data April 2018 to March 2019. Table 3 – Selected Waste Indicators. URL: <https://www.gov.uk/government/statistical-data-se>

²² DfT (2012), How often people cycle, for any length or purpose (at local authority level) (CW011)

²³ Calculated from DfT (2020), Data on all licensed and registered vehicles [online]. URL: <https://www.gov.uk/government/statistical-data-sets/all-vehicles-veh01>

		actions progress	
	£ of investment secured and spent on nature intervention	data to be collected as work on the actions progress	
4. Capability and Engagement	Number of people subscribed to the Newsletter	226	Oct-20
	Percentage of the community feeling informed and supported to reduce their own carbon emissions	data to be collected with an end of year survey to newsletter subscribers and through social media channels	
	Number of Community Organisations tackling climate and biodiversity related issues	Data to be collected	

7. Community Reflections

Engagement with the community is an important step and something that should not end, given that collective effort is needed from all. The Action Plan had an engagement process and here are **some** of the reflections from that process

'(cycling) can be pretty scary in our narrow twisty rural roads - not just the lanes either - and irritating to drivers having to slow down because they can't overtake. Perhaps some public awareness of this problem, if it is to become the norm in the future.'

'We all know that bus services are slowly and steadily being reduced. If we want people to use public transport we need to have a much improved service'

'I understand the mown verges are for visibility but they don't have to be as drastic as they have in recent years.' 'Let's have a bit more consideration for the effect that these extreme 'neatness' treatments have on the wildlife.'

'Good ideas. Divesting from unethical banks and fossil fuel companies is very important. As is subsidising green transport.'

'Although it is interesting to see what the Council plans to do to reduce its carbon emissions (many would expect you to be doing these things anyway as they save money) these actions are not hugely relevant to the wider community and should be kept within the Operational Carbon Reduction Plan.'

'The wider community do not see Climate Change as something that the Council alone can/should deal with. We are all responsible for using energy and so the plan needs sign up from residents, businesses, the voluntary sector, the smaller Councils, schools and the environmental groups and we perhaps need to have a clearly branded message that acts as an umbrella for all the actions being taken to reduce carbon emissions.'

'About a third of the carbon emissions in the District come from transport and so this is an area we really need to focus on. However, in a rural area such as ours it's hard to reduce person car use due to the lack of good public transport. For those households who cannot afford a private car, it is easy to become isolated due to the lack of public transport.'

The Council should support promotional campaigns aimed at reducing waste of all kinds to the wider community. We want to be able to recycle more of our waste.

The Council should support Buy Local messages via your media channels – to reduce carbon emissions associated with importing goods to us.

Tackling climate change is such a huge issue that everyone needs to be involved in solving it and to do their bit. The Council can quite easily bring organisations together to agree what actions to take and to develop solutions that don't leave anybody out and are acceptable to the majority of people

A Special Working Group Session took place on 27th August between South Hams District Council Climate Change Working Group Members, Officers and some of the consultees who responded to the consultation.

The main message that came out during that session is the matter of communication and engagement and the Council is aware of the fact that it needs to create a much more effective engagement in how this plan is shaped and delivered.

One key outcome from this session was for attendees to summarise their submission to one side of A4 and list their 5 priorities they wanted to see the Council implement.

PART THREE – The Action Plan

This action plan represents a starting point for the Council and contains small updates and refinements to the action plan that was adopted by the Council in December 2019.

The intention for this action plan is to be reviewed continuously and supported by a wider delivery plan to capitalise on new initiatives, emerging projects, changes in legislation and engagement activity with the public, including through the Council's Climate Change and Biodiversity Community Forum.

This action plan will go through a full update once the Devon Carbon Plan is adopted to capture actions emerging from that process to ensure our plans have a level parity and continuity.

Objective 1 - Energy

Energy is essential, it supports our society by keeping heat in our homes, powering our hospitals and schools and fuels transportation. We know our natural resources are finite, and it's because of this we need to transition to using much less, or none at all. A significant challenge arises in meeting this need whilst also meeting current demand.

According to data from the Ministry of Housing, Communities & Local Government, in 2019 of all the new EPC certificates lodged in South Hams, only 36% were rated above C or above, and 36% in 2018. Meaning many of our homes continue to be energy inefficient resulting in higher greenhouse gas emissions.

Fuel Poverty is also a related issue, inefficient homes can lead to excess energy bills for some of the poorest in our community. Furthermore, the health impacts of living in a cold or damp home can lead to cardiovascular and respiratory ill health as well as poor mental health.²⁴ This illustrates how dealing with climate change represents a scientific challenge as well as a social and ethical one and that a response to climate change must be fair and just.

We must also encourage and facilitate increased renewable energy infrastructure, currently, renewable energy produced in the South Hams was 131,376 MWh in 2018.²⁵

The UK continues to move towards the legally binding commitment of reducing our national carbon emissions to "net-zero" greenhouse gases by 2050 (Climate Change Act 2008, 2019 Amendment). South Hams District Council commits to reduce its own emissions to net-zero by 2030. We have an important role in seeking developments that are well designed and which support the delivery of renewable and low carbon energy, help people make more conscious energy choices, support the transition to renewable energy across the district and improve the energy efficiency of existing developments.

What have we already done?

- Installed Solar Panels on some of our assets

²⁴ https://www.cse.org.uk/downloads/file/fuel_poverty_social_impact_bonds.pdf

²⁵ [BEIS, 2019. Renewable electricity by local authority](#)

- EV Charging points located in Follaton car park
- Bought an electric car for staff use
- Secured over £330,000 to help improve older homes' energy efficiency as part of a plan to save households money and to cut carbon emissions

What we propose to do

Id	Action	Activity	Expected Start	Estimated Completion Date (subject to continuous review)
1.1	Investigate procuring truly renewable energy.	a. Council to discuss with community energy providers and aid and support them in developing their renewable sites.	2021	Ongoing
1.2	Explore forming a non-profit green energy company and understand the capacity of renewable energy generation in the area.	a. The Council to discuss with Western Power Distribution to determine the actions required to increase local network resilience and increase renewable energy capacity in the South Hams as a basis of forming a green energy company or advising on network resiliency.	2021	2022
1.3	Allocate sites for renewable energy, in particular strategic scale solar and wind for both commercial and community energy development.	a. Allocate land for renewable energy production within the Joint Local Plan Area. This work will require a call for sites which could take place alongside the plan review due to begin in 2021.	2021	2024
1.4	Identify options for how smart renewable heat, power generation and storage could be considered when the Plymouth and South West Devon Joint Local Plan are reviewed.	a. Appraise the potential for low carbon heat networks, heat pumps, and hybrid boilers, including identifying current potential funding models and barriers to uptake. South Hams to monitor funding opportunities to commission appraisal.	2021	2022
1.5	Aim for a Higher result in the energy performance certificates.	a. Continue to apply the new guidance on Policy DEV32 contained within the 2020 Joint Local Plan Supplementary Planning Document.	Ongoing	2024 Yearly updates
		b. Review policy DEV32 at Plan Review Stage	Subject to Joint Local Plan Review Timescales	2024
		c. Set up a monitoring scheme for new development (measuring	2021	2022

			yearly EPC data provided by BIES)		
1.6	Promote and administer grants for home insulation, efficient heating systems and sustainable energy sources for owner-occupied and tenanted properties.	a.	Raise awareness for grant schemes and the Solar Together scheme as part of a Climate Change communication strategy involving newsletters, web and social media.	Ongoing as part of communications activity Ongoing	Review communications activity each year
		b.	Continue to administer funding as and when it arises.		Ongoing – review yearly
1.7	Explore opportunities for the Local Authority to support the Government energy efficiency scheme to create local jobs.	a.	Team Devon will roll out an ambitious Domestic Energy Efficiency and Energy Generation Pilot.	Subject to Recovery and Renewal Plan, revisit timescales at adoption	Ongoing – review yearly
		b.	Monitor the scheme and identify opportunities to benefit South Hams residents/businesses.		Ongoing – review yearly

Objective 2 - Sustainability

In 1987, the United Nations Brundtland Commission defined sustainability as ***“meeting the needs of the present without compromising the ability of future generations to meet their own needs.”*** Today, there are almost 140 developing countries in the world seeking ways of meeting their development needs, but with the increasing threat of climate change, concrete efforts must be made to ensure development today does not negatively affect future generations.²⁶

Six common challenges were highlighted in 1987; Population and Human Resources, Food Security: Sustaining the Potential, Species and Ecosystems: Resources for Development, Energy: Choices for Environment and Development, Industry: Producing More with Less and The Urban Challenge.

In essence, sustainability is about living within our means, doing the same or more with less and ensuring that needs of the present can be met without compromising the ability of future generations to meet their own needs.

We aspire to create these conditions the best we can by encouraging residents and businesses to make more sustainable choices in their day to day lives. We will aid in these aims by using our legislative system to create more sustainable developments and work collaboratively with external bodies.

What have we already done?

1. Worked towards The Joint Local Plan carbon reduction target of 50% of the 2005 amount by the end of the plan period, which is 2034
2. Adopted a Supplementary Planning Document, which among other things, provides clarity and re-enforcement as to how our low carbon policies are to be applied and what they are seeking to achieve
3. Adopted a Sustainable Procurement Policy

²⁶ <https://academicimpact.un.org/content/sustainability>

What we propose to do

Id	Action	Activity	Expected Start	Estimated Completion Date (subject to continuous review)
2.1	Introduce differential changes to parking permits and in car parks e.g. Higher carbon emission vehicles pay more.	a. Investigate the method and systems needed to introduce (with a view to trialling) the system in selected car parks and/or streets. System is in effect in Bristol https://www.bristol.gov.uk/parking/residents-parking-permits-cost	Investigate through 2021	report outcomes and update at the end of 2021
2.2	Ensure new housing developments are much more walking and cycling friendly.	a. Major development sites to consider the inclusion of off-road cycle routes to link between other cycle routes where connections exist https://www.traveldevon.info/cycle/cycle-routes/cycle-maps/	Ongoing	Collate outcomes by monitoring permissions yearly
2.3	Better bus provision and strategic park and ride facilities to reduce traffic in towns (R&R Plan action 1.9)	a. Team Devon will develop community, town and city transport initiatives and infrastructure for cycling, buses, rail and other forms of sustainable transport within and between communities. b. SHDC will engage with Team Devon and support the development of proposals to deliver schemes within South Hams.	Subject to Recovery and Renewal Plan, revisit timescales at adoption	To be completed pending the completion of the Recovery and Renewal Plan
2.4	Increase uptake of cycling in South Hams. & Support and encourage green travel methods for tourists to our coastal natural environment. A different type of tourism (R&R plan action 2.9)	a. Investigate electric bike hire in towns & and key tourist areas in summer to start to change culture. b. Increase cycle parking at key locations in towns and villages. c. Team Devon will take action to support the development of a clean, sustainable economy through: - Engaging with the Development of a sustainable/ green growth toolkit (R&R plan action 2.9) d. Influence the development of active travel schemes within the South Hams including development of strategic routes inside hedge routes to	2021 Ongoing, reliant on external funding 2.4a and 2.4b Subject to Recovery and Renewal Plan, revisit timescales at adoption	Report first update at the end on 2021 Report updates yearly 2.4a and 2.4b to be completed pending the completion of the Recovery and Renewal Plan

connect our communities (R&R action 2.12)				
2.6	Promote the use of recycled and Sustainable construction materials through input at planning stage for new developments.	<p>a. Continue to apply recently adopted Joint Local Plan Policies and Supplementary Planning Guidance</p> <p>b. Review Joint Local Plan to investigate options for policies amendments to further incentivise or force the use of recycled and sustainable construction materials</p>	<p>Monitor Planning Permissions and highlight exemplars each year</p> <p>Subject to Joint Local Plan Review Timescales</p>	<p>Ongoing</p> <p>2024</p>
2.7	Monitor and review policies to reduce the carbon footprint of new developments (Policies DEV32, DEV33, DEV34)	<p>a. Continue to apply recently adopted Joint Local Plan Policies and Supplementary Planning Guidance</p> <p>b. Review policies DEV32, DEV33 and DEV34 at Plan Review Stage.</p> <p>c. Reconsider a Low Impact Development Policy ('One Planet Living Principles')</p>	<p>Monitor Outcomes (EPC's, Policy DEV32 Checklists from Planning submissions etc.) each year</p> <p>Subject to Joint Local Plan Review Timescales</p> <p>Subject to Joint Local Plan Review Timescales</p>	<p>–Review position at Plan Review stage.</p> <p>2024</p> <p>2024</p>
2.8	Investigate adaption and resilience methods for new developments.	a. Joint Local Plan Review - this will either form a new policy or a new revision to policy DEV32.	Joint Local Plan Review	2021-2024
2.9	Review the potential for District Energy Networks in the District and invest in housing energy-saving measures.	<p>a. Review internal processes to create a flow of investment from developer contributions and government grants related to carbon reduction. For example, invest directly into energy-saving measures to help improve the efficiency of the existing housing stock</p> <p>b. Commission an appraisal of the district's capacity for local District Energy networks.</p>	<p>Subject to Joint Local Plan Review Timescales</p> <p>Started now</p>	<p>2024</p> <p>Provide update at the end of 2021</p>
2.10	As part of JLP review consider an Article 4 Direction that removes permitted development rights on class Q barn conversions.	<p>a. Review the Annual Monitoring Report (AMR) evidence whether or not there is too much housing delivery in tier 4 settlements (those areas not included in JLP policy TTV1.1-3).</p> <p>If the evidence continues to show more housing delivery in Tier 4 settlements then an Article 4 direction can be proposed and submitted.</p>	Monitor yearly AMR and report update in 2022	2021-2024

2.11	Allocate sites for renewable energy, in particular strategic scale solar and wind for both commercial and community energy development.	<p>a. Conduct a call for sites during the Joint Local Plan review process.</p> <p>b. Commission an appraisal of the district's capacity for more large scale renewable energy. Work with Plymouth City Council on a brief to set the scope of the work and commission the work</p>	<p>Subject to Joint Local Plan Review Timescales</p> <p>2021</p>	<p>2024</p> <p>Provide update at the end of 2021</p>
2.12	Lobby for changes to the National Planning Policy Framework or any such replacement to prioritise carbon reduction target over housing targets.	<p>a. Respond and input into the proposed changes to the Planning System.</p> <p>b. Continue to engage in national changes to the Planning system</p>	<p>Completed response to the 2020 Planning white paper. Monitor future consultation exercises and input</p> <p>Ongoing activity</p>	<p>Completed</p> <p>Ongoing</p>
2.13	Maximise local and closed-loop recycling to minimise transport impacts and valorise waste materials.	a. South Hams moving to the Devon Aligned Service 2021.	Began in 2020	Due to be in place by March 2021
2.14	Local Plans and Neighbourhood Plans to ensure the provision of EV charging points where parking spaces are provided in new developments.	a. Continue to condition EV charging on major developments.	Review EV requirement on Minor Development at Plan Review Stage subject to plan review timescales.	2024
2.15	Local Plans to ensure new developments are designed with filtered permeability to promote sustainable travel.	a. Joint Local Plan Review.	Subject to Joint Local Plan Review Timescales	2024
2.19	Explore installing electric car charging points in car parks.	<p>a. South Hams District Council has joined the Devon Low carbon Energy and Transport Technology Innovator (DELETTI) project which is a partnership with other local authorities and being led by Devon County Council to install electric vehicle charging points (EVCP) in the Council owned car parks.</p> <p>It has committed to delivering electric charging points in the following car parks in phase one subject to the necessary surveys being carried out:</p> <ul style="list-style-type: none"> • Heaths Nursery car park, Totnes • Quay Car Park, Kingsbridge • Mayors Avenue Car Park, Dartmouth • Creek Car Park, Salcombe 	<p>There is a further potential to consider additional car parks in phase two which could be:</p> <ul style="list-style-type: none"> • Fore Street Car Park, Kingsbridge • Cattle Market Car Park, Kingsbridge • Victoria Street Car Park, Totnes • Pavilions Car Park, Totnes • Poundwell Meadow Car Park, Modbury <p>Continue to monitor project through 2021 and investigate the scope to extend into other areas after phase 1 and 2</p>	Review after Phase 1 and 2 or by 2022 whatever is sooner

			• Park & Ride car park, Dartmouth	
2.20	Make use of funding opportunities to provide employment and community assets across the District, particularly where the market is unlikely to provide this, to minimise the need to travel for access to services.	a.	Access UK Shared Prosperity Fund if and when it's established and re-enforce COVID recovery support grants and initiatives.	Review Action once the UK Shared Prosperity Fund is established and review what funding is available and how it's allocated.
2.21	Rationalise bottle banks in South Hams.			TBC
2.22	Investigate the creation of a new EP policy to ensure the correct use of litter bins potentially reducing collection need.			TBC
2.23	The Council will support the principles proposed through the English Waste Strategy regarding the Extended Producer Responsibility. The principles support a circular economy approach which will be funded by producers and will lead to better packaging design, improved recycling and better consumer awareness of what can be recycled.	a.	Raise awareness as part of a Climate Change communication strategy involving newsletters, web and social media.	Climate Change Communication Strategy developed and frequent newsletters, web and social media activity underway

Objective 3 - Land Use and Biodiversity

The UN defines Biodiversity as “the variety of life forms in any given habitat, from large animals to plants to fungi to the smallest of organisms”. The international Convention on Biological Diversity notes that “the Earth's biological resources are vital to humanity's economic and social development”. As a result, there is a growing recognition that biological diversity is a valuable asset to present and future generations. Equally, the threat to species and ecosystems has never been as great as it is today and is threatened like never before. We are on the verge of a mass extinction: within the next 10 years, around 1 million species may be lost. That's one out of every four known species.²⁷ A functioning ecosystem is critical to supporting humanity's needs which rely on a relatively stable climate. Flows of freshwater, agricultural pest and disease-vector control, and pollination for crops are interrelated facets of a functioning eco-system.²⁸ The continued decline of mammal, reptile, avian, vertebrate and amphibian species loss over time will lead to a continued defaunation. Which will be a primary driver in global ecological change.²⁹

²⁷ United Nations (2020), 2020 World Environment Day Spotlight on biodiversity, a working brief <https://p.widencdn.net/bedxcl/WED-2020-Working-Brief>

²⁸ Ceballos G, Ehrlich P, Raven P (2020) Vertebrates on the brink as indicators of biological annihilation and the sixth mass extinction. Proceedings of the National Academy of Sciences Jun 2020, 201922686; DOI: 10.1073/pnas.1922686117

²⁹ R. Dirzo et al (2014), Defaunation in the Anthropocene. Science 345, 401–406

Appropriate land use and protecting biodiversity also has significant social, health and wellbeing value. We recognise the value in being able to see, smell and touch a rich tapestry of natural spaces both on private and publically owned land. For example, this is evident through reduced intervention from a land management perspective and reduced usage of herbicides and pesticides. Increased access to nature and thriving natural spaces within our towns and villages can help foster empathy for the environment which can lead to people making more environmentally conscious choices.³⁰

The Council can lead by example through the reduced cutting of our green spaces. There is a pressure for spaces to 'look tidy' but this often comes at a cost. With frequent grass cutting wildflowers have little chance to bloom which then impacts on insect population, which in turn has a knock-on effect on flora and fauna. Here is what we will aim to do;

What have we already done?

- Committed to contributing to the baseline mapping for the emerging Devon Nature Recovery Network Mapping project. This will be critical in guiding funding and developer contributions towards offsite compensation to help a Devon wide Nature Recovery Network to establish, ensuring the right projects and interventions are targeted in the right areas.
- Committed to helping fund the Ancient Woodland Inventory review, the outcomes of which are expected in 2022.
- We produce wood chip each year for use on shrub beds and under hedge lines and we also have a bio shredder producing compost that we also use on beds.
- Eliminated the use of fertiliser and weed killer on plant beds.

What we propose to do

Id	Objective / Target	Activity	Expected Start	Estimated Completion Date (subject to continuous review)
3.1	Securing tree planting through development proposals and Biodiversity Net Gain from new development including pushing the new Defra Biodiversity Metric 2.0 at pre-app and for new applications.	<ul style="list-style-type: none"> a. Clear numbers now in a newly adopted Supplementary Planning Document for tree replacement. For new planting, this is tied to a 10% bio net gain as required by the Supplementary Planning Document using the DEFRA biodiversity metric. b. Review process and method for spending 10% net gain developer contributions. c. Review metrics and policy requirements at Plan Review Stage. 	<ul style="list-style-type: none"> Continue to apply policy and Supplementary Planning Document requirements and review at Joint Local Plan revision subject to Joint Local Plan Review timescales. To review once when the Nature Recovery Network Project is complete, likely in 2021 Subject to Joint Local Plan Review Timescales 	<ul style="list-style-type: none"> 2021-2024 2024

³⁰ Lumber R, Richardson M, Sheffield D (2017) Beyond knowing nature: Contact, emotion, compassion, meaning, and beauty are pathways to nature connection. PLoS ONE 12(5): e0177186. <https://doi.org/10.1371/journal.pone.0177186>

3.2	Support more approaches by communities for tree planting on our land where there aren't any trees and is consistent with the land use and not likely to lead to conflict with neighbours or conflict with the outcomes from the Devon Nature Recovery Network Mapping project (DNRN) (i.e. right trees in the right place).	a. Create a formal system to facilitate a process whereby someone with an ability to pay for the upfront cost of planting and a contractual arrangement for South Hams to manage as part it's a new grounds maintenance scheme.	TBC - Develop project once the DNRN project is finalised (expected 2021)	Ongoing
3.3	Develop and adopt a more biodiversity/environmentally conscious Grounds Maintenance procedure (also linked to R&R action 2.6 and 2.7)	a. The new Grounds Maintenance procedure with a review the following <ul style="list-style-type: none"> - Fix more carbon in vegetation cover (relaxing cutting regime) whilst managing community expectations and a level of complaint about 'unkempt/untidy' sites, lazy Councils, etc.) - Scrape sites, reseed with wildflower mix, annual cut, use mixes that increase soil carbon sequestration - Look to reduce/eliminate weed killer use on hard surfaces - Assess potential to increase wildlife value balanced against amenity requirements (e.g. for short grass for dog walking/recreation, etc.) 	2021	End of 2021
3.4	Pushing tree planting agenda within Neighbourhood Plans (allocating spaces for woodland creation and sustainable management). Supporting mapping of local ecological networks/corridors within Neighbourhood Plans.	a. Climate Change and Biodiversity Strategy to be sent to Neighbourhood Plan groups to advise on how to apply findings from the Devon Nature Recovery Network process.	Ongoing	Ongoing
3.5	Ring-fencing and promoting a % of Members grant schemes (SCLF/Localities Fund) towards tree planting schemes for community	a. Investigate options with a view to developing a formal process and framework	2021	2021

		allocating land for development.		
		d. Support community land ownership and management by engaging with communities to designate land/farms as community assets under the Community Right to Bid scheme.		
3.12	SHDC engages with members of the public and farmers to look at alternatives to using herbicides and pesticides (in particular glyphosate).	a. To form part our communications and outreach work in the first instance.	2021	Ongoing

Objective 4 - Capability and Engagement

If we are going to meet our target to become net-zero by 2050, 'collective action' is essential. Many residents are enthusiastic about rising up to the challenge of reducing carbon emissions and reversing the decline in biodiversity, but may not have the tools or knowledge to enable them to make lasting change.

By giving the community and businesses the tools, support and encouragement that they need, only then can collective action be truly unlocked to enable us to rapidly speed up the rate of change needed to address the pressing issues we face.

A recent study by the Centre for Research into Energy Demand Solutions (CREDS) demonstrated that household activities account for around two-thirds of global greenhouse gases. The Centre also identified some key areas where households can contribute most to reducing their carbon footprint.³¹

There's no mistaking that achieving net-zero emissions requires people to do things differently. Residents need to be engaged in the challenge and policy and actions should be designed to reflect this to bring people on the journey through encouragement and collaboration. With a population of 86221³² and an area containing 5135 businesses,³³ there remains a significant potential to reduce carbon emissions collectively in collaboration with one another. Part of our engagement work will involve the creation of Community Boards to align our plans with the District and have a positive engagement.

Research produced by the Behavioural Insights Team³⁴ (BIT) and The Centre for Behaviour & the Environment highlighted an important facet to environmental engagement. Guilt-based messaging, which is often common in environmental campaigns, causes defensiveness and disengagement. Positive emotions, building rapport and having shared values can be more effective at eliciting engagement. Therefore, the approach we will take will be to continually promote sustainable norms in the work we do, to more effectively reach as many people to create a 'new normal', to motivate and ease the change.

What have we already done?

- We have set up a new Climate Change and Biodiversity bulletin which was first issued in August 2020

³¹ Ivanova, D., Barrett, J., Wiedenhofer, D., Macura, B., Callaghan, M. and Creutzig, F. 2020.

<https://www.creds.ac.uk/creds-study-uncovers-best-ways-to-change-consumption-to-cut-carbon-footprint/>

³² ONS, population Estimates for UK, England and Wales, Scotland and Northern Ireland: mid-2018-april-2019-geography

³³ ONS, 2019

³⁴ The Behavioural Insights Team (2019) Behaviour Change For Nature: A Behavioural Science Toolkit for Practitioners

- Employed a Climate Change Specialist who is to act as a point of contact for interested people and organisations
- Improved our social media activity on Climate and Biodiversity related issues
- Held a listening session with consultees on the draft Action Plan in August

What we propose to do

Id	Objective / Target	Activity	Current or Future Tasks	Timescales
4.1	Raise awareness of Climate Change and Biodiversity issues as part of a communication strategy involving newsletters, web updates and social media activity.	<ul style="list-style-type: none"> a. A new engagement scheme to inform and advise our residents on the following issues; <ul style="list-style-type: none"> - Encourage individuals to plant wildflowers and maintain environments which encourage pollinators, such as bees, to thrive. - Encourage individuals to look at the impact of their diet and consider reducing their meat consumption, and increase the proportion of in-season, locally grown food eaten across Devon. - Support individuals to make better transport choices, however, this will require better infrastructure. - Provide advice on choosing truly renewable energy electricity tariffs (rather than REGOS / greenwashing). - Encourage reduced energy consumption at home – install greater insulation, use less hot water, use less heating, turn off electrical appliances when not in use, don't use unnecessary 	<p>Climate Change Communication Strategy adopted with frequent newsletters, web and social media activity.</p> <p>Develop a yearly survey to find out how residents feel able to tackle the climate emergency, alongside measuring social media activity and engagement with the newsletter</p>	<p>Newsletter to continue monthly, encourage more sign-ups each year.</p> <p>Otherwise, objectives to continue yearly and progress/feedback to be monitored when the strategy is reviewed.</p>

		<p>appliances like tumble dryer etc.</p> <ul style="list-style-type: none"> - Inform residents about how they can recycle. Link in more with recycle Devon and all of the other efforts that people are doing around the District. - Involve residents about what we are doing with climate change. - Encourage children to stop littering to protect our environment (R&R action 2.10). 		
4.2	Volunteer/support collective action via community groups and provide time and resourcing to Town and Parish Councils	<ul style="list-style-type: none"> a. Have a presence at community events. b. Develop a 'Community Board' of stakeholders in the area to discuss actions and collaborate. c. Work with Town and Parish Councils over changes to their practices and activity they can do to contribute to local, district and county action plans. 	Creation of a Community Board.	By December 2020
4.3	Key steps for change: 100 significant cross cutting actions we can all do (to be populated at a later date)			

Glossary

Anthropogenic - environmental pollution and pollutants originating in human activity

Annual monitoring report - In the town planning system in England and Wales, the Annual Monitoring Report is one of a number of documents submitted to Government by a local planning authority at the end of December each year to assess the progress and the effectiveness of its development plan policies

Biodiversity Net Gain - Biodiversity Net Gain is an approach to development that leaves biodiversity in a better state than before

Brundtland Commission - Formerly known as the World Commission on Environment and Development (WCED), the Brundtland Commission's aim is to unite countries to pursue sustainable development together

Carbon Sequestration - The capture and storage of carbon that would otherwise be emitted to, or remain, in the atmosphere.

Climate Change Act 2008 (2050 Target Amendment) Order 2019 - an Act of Parliament to set a target for the year 2050 for the reduction of targeted greenhouse gas emissions by 100%

Climate Change Committee (CCC) - Independent advisory group to the government on building a low-carbon economy and preparing for climate change.

Convention on Biological Diversity - The Convention on Biological Diversity (CBD), known informally as the Biodiversity Convention, is a multilateral treaty. The Convention has three main goals including the conservation of biological diversity (or biodiversity); the sustainable use of its components; and the fair and equitable sharing of benefits arising from genetic resources.

District Energy Network – District Energy is a process of heating, cooling, or powering a group of buildings from a centralised source, such as solar thermal, geothermal heat or waste heat from another nearby source.

Ecosystem - a biological community of interacting organisms and their physical environment.

EPC – Energy Performance Certificate, these certificates are required for properties when they are constructed, sold or let. The Energy Performance Certificate provides details on the energy performance of the property and what you can do to improve it

Greenhouse Gas - An atmospheric gas that traps heat by letting sunlight pass through the atmosphere but preventing heat from leaving the atmosphere

Intergovernmental Panel on Climate Change (IPCC) - The Intergovernmental Panel on Climate Change (IPCC) is an intergovernmental body of the United Nations

Indigenous - originating or occurring naturally in a particular place; native.

Joint Local Plan (JLP) – The adopted Planning Development Plan for Plymouth, West Devon and West Devon

Net-zero - Achieving a balance between the amount of greenhouse gas emissions produced and the amount removed from the atmosphere

Retrofit - The introduction of new materials, products and technologies into an existing building to reduce the energy need to occupy that building.

The Localism Act 2011 - The Localism Act 2011 (c. 20) is an Act of Parliament that changes the powers of local government in England. The act aims to facilitate the devolution of decision-making powers from central government control to individuals and communities.

Appendix A – Council Resolution

E.06/19: Climate Change

It was then:

RESOLVED

1. That both a Climate Change and Biodiversity Emergency be declared;

2. That an Action Plan be developed that outlines how the Council will address the Emergencies and meet or exceed the targets set by the Intergovernmental Panel on Climate Change (IPCC), including an assessment of the viability of a 2030 target and respond to the concerns raised by the IPBES report on global species and habitat loss to be brought to Council for approval within 6 months;
3. That the Council commit to collaborating with Devon County Council, all the Devon District Councils, Plymouth City Council and other agencies to address the Emergencies;
4. That the Action Plan identify Key Performance Indicators measured against any relevant national standards;
5. That a politically balanced Climate Change and Biodiversity Working Group be established that comprises of 6 Members, with the Group Leaders being given delegated authority to put forward their respective nominations after this meeting, with the Group being chaired by the lead Executive Member for Climate Change;
6. That the Working Group be instructed, at its first meeting, to consider the setting up of a Citizens' Assembly and to submit a recommendation to the next Council meeting to be held on 26 September 2019 and that prior to that it be submitted to the September meetings of the Executive and Overview and Scrutiny Panel for comment; and
7. That the Council takes steps to reinforce its Joint Local Plan Policies in respect of wildlife and biodiversity through the Supplementary Planning Document to require developers to demonstrate biodiversity gain as part of any relevant planning application so that there is a robust and consistent basis to assess and secure meaningful biodiversity enhancements having regard to a mitigation hierarchy, namely to avoid impact first, provide mitigation where there is unavoidable harm and, in the event that there is no alternative, provide compensatory measures as a last resort.

Full Council 19th December 2019

That Council:-

1. Adopt the draft Action Plan proposal (as at Appendix 1) subject to it being:
 - (a) amended to comply with parts 2 and 4 of the Climate Change resolution arising from the Special Council meeting held on 25 July 2019 (Minute 29/19(b) refers);
 - (b) Forwarded to Town and Parish Councils for their comments and for such comments to be received by 31 March 2020;
 - (c) Published on the Council's Climate Change section of its website with a provision for comments from the public to be received by 31 March 2020;
 - (d) Reviewed and amended following the end of the consultation period at points (b) and (c) above. (Such amendments to be considered by the Working Group by 30 April 2020, with an updated version of the Action Plan then being submitted to the Annual Council meeting on 21 May 2020 for approval);
 - (e) Able to be monitored on an ongoing basis by Full Council at any time it considers it necessary and/or appropriate;
2. note the content of the Council's first Greenhouse Gas Inventory (as outlined at Section 5 of the presented agenda report);
3. aim to reduce the Council's organisational carbon emissions (Scope 1, 2 and 3 emissions) to net-zero by 2030;
4. commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce the District of South Hams' carbon emissions to net-zero by 2050 at the latest;
5. aim for a 10% Biodiversity Net Gain in the habitat value of its green and wooded public open space by 2025;
6. Request that the Climate Change and Biodiversity Working Group develop a Framework for a Climate Change and Biodiversity Strategy to be brought back to Full Council for approval on 21 May 2020; and
7. Request that an update on progress against the adopted aims be brought back to Council on an annual basis.

Appendix B – Working Group Terms of Reference

- a) To coordinate the Councils response to the motion carried at the Full Council July 2019 declaring that 'South Hams District Council recognises that we have a 'Climate Change and Biodiversity Emergency'.
- b) To oversee the development and implementation of an Action Plan in response to a) above that is to be presented to the Council before 25 January 2020.

- c) To oversee the development and implementation of a communications strategy to support the above including considering the best methods for consulting with stakeholders and the wider community on the response and action plan.
- d) To contribute towards and consider any reports to the Executive and/or Council as appropriate, that are deemed to be within the scope of the Working Group.

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Report to: **Council**

Date: **17 December 2020**

Title: **Planning Delegation Scheme**

Portfolio Area: **Cllr Hilary Bastone**

Wards Affected: **All**

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

Date next steps can be taken: Immediately following this meeting.

Author: **David Fairbairn** Role: **Head of Legal Services and Monitoring Officer**

Contact: **Telephone: 01803 861359/email: david.fairbairn@swdevon.gov.uk**

RECOMMENDATION:

It is RECOMMENDED that the Council agrees the changes to the Scheme of Delegation set out in Appendix A.

1. Executive summary

- 1.1 At the meeting on 2 December 2020, the Development Management Committee agreed an action plan to implement the recommendations arising from a review of a decision by West Devon to grant outline planning permission at Plymouth Road, Tavistock. The action plan provided for a report to come before Council making initial proposals for changes to the Scheme of Delegation to clarify the scope of the Head of Development Management's delegated powers and to ensure that there was consistency across the two authorities.

2. Background

- 2.1 On 2 December 2020 the Development Management Committee considered an action plan that the outcome of a review of concerns raised with West Devon Borough Council in connection with its grant of outline planning permission at Plymouth Road, Tavistock ("the Review"). The Committee acknowledged that there were benefits to be gained to the Council from the Review and agreed with the Review's recommendations which were aimed at:

- 2.1.1 giving Members more information about planning applications;
 - 2.1.2 ensuring that decisions on planning applications are taken on a sound basis;
 - 2.1.3 making the Council's decision-making arrangements clearer and more accountable; and
 - 2.1.4 encouraging proactive and constructive working with town and parish councils on planning applications.
- 2.2 This report seeks to give effect to the recommendations relating to scope of the Head of Development Management Practice's delegated powers and the call-in of applications by members. Those amendments are set out in Appendix A.
- 2.3 It should be noted that the existing paragraph 2 (set out in Appendix B) appears to cover substantially the same ground as the existing paragraph 1. As amended Appendix A reflects the West Devon Borough Council scheme.
- 2.3 Further proposals to clarify the scheme of delegation as it relates to the roles of the Development Management Committee and the Director Place and Enterprise as well as enforcement delegated powers will be the subject of a wider review of the scheme of delegation.

3. Outcomes/outputs

- 3.1 The Council aims to deliver efficient and effective services, working together with its communities, while protecting the natural environment. In granting planning permission the Council has the ability to affect the lives of those in its community.
- 3.2 Providing clarity as to decision making helps ensure that decisions are taken lawfully and in a way that is understood by the public.

4. Options available and consideration of risk

- 4.1 A lack of clarity and transparency in decision making can result in a risk of reputational damage. Not making the changes would result in the sorts of concern that led to the Review being raised.

5. Proposed Way Forward

- 5.1 The proposals are the first of the actions that have been agreed as part of the Action Plan to implement the Review recommendations.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	The Council's Scheme of Delegation under the Local Government Act 1972 sets out who is to make the decision and any internal procedures to be followed.
Financial implications to include reference to value for money	N	There are no financial implications arising from the report.
Risk	Y	If agreed the recommendations in the Review the Council will reduce the risks of reputational damage, legal non-compliance, poor performance and customer satisfaction.
Supporting Corporate Strategy	Y	Please see paragraph 3.1 of the main body of the report.
Climate Change - Carbon / Biodiversity Impact	N	There are no direct climate change, carbon or biodiversity impacts arising from this report.
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	There are no direct equality and diversity implications arising from this report.
Safeguarding	N	There are no direct safeguarding implications arising from this report.
Community Safety, Crime and Disorder	N	There are no direct community safety, crime and disorder implications arising from this report.
Health, Safety and Wellbeing	N	There are no health, safety and wellbeing implications arising from this noting report.
Other implications		

Supporting Information

Appendices:

Appendix A – Revisions to the Head of Development Management Practice's delegated powers.

Appendix B – Paragraph 2 of the existing Head of Development Management Practice's delegated powers.

Background Papers:

None

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Planning Delegation - Development Management

Definitions:

- **HoP:** Head of Development Management Practice
- **In writing:** shall include email
- **DM Committee:** Development Management Committee at South Hams District Council
- **Working days:** days which are not weekends or bank holidays
- **Planning Application:** full, outline and reserved matters only
- **Representation:** means representations from any source excluding internal consultees
- **Immediate family:** parent, spouse, child, sibling (including 'step' and 'adopted')

1. General Planning Delegation to Officers

- 1.1 Subject to paragraphs 1.2 and 1.3 below, the HoP has delegated authority for all functions assigned to the DM Committee under the Town and Country Planning Acts, Orders, and Regulations except those Planning Applications; Listed Building Consents; Advertisement Consents; TPO final confirmations (excluding emergency TPOs); and Works to TPO trees, which:
- 1.1.1 relate to the Council's own land;
- 1.1.2 include proposals under which the Council may acquire an interest in or over all or any part of the land or buildings proposed to be developed;
- 1.1.3 is an application submitted by a Councillor (or an immediate family member), (including Councillor as agent or professional advisor) or an Officer (or an immediate family member); or
- 1.1.4 which in the reasonable opinion of the HoP are of sub-regional or district-wide significance or which due to all of the circumstances of an application including the scale and nature of the development proposed; the degree of compliance with the Joint Local Plan or national planning policy; any technical issues raised; or the number of representations received etc it is appropriate for the application ought to be determined by the DM Committee.
- 1.2 In the case of Planning Applications, Listed Building Consents, Advertisement Consent Applications and TPO Confirmations (excluding emergency TPOs) and Works to TPO trees, where any written representations are received, including those from a Parish or Town Council, which are contrary to the HoP's recommendations and where the representations are considered to raise material and relevant planning issues, the HoP shall have delegated authority to determine these the matter in accordance with the HoP's recommendation only where and subject to paragraph 1.3:
- 1.2.1 agreement to issuing a delegated decision has been ~~sought~~ requested in writing from the Ward Member(s) ~~and Chairman of the DM Committee~~, and
- 1.2.2 no written request (supported by material planning reasons) to call the application to DM Committee has been received from the Ward Member(s) ~~or Chairman~~ within the notification period. The notification period is defined as **five working days**,

unless a Ward Member requests an extension of time (of up to 48 hours) and giving good reason for doing so. The notification period commences when the Ward Member has been notified of the request that a delegated decision be made.

1.3 Where the HoP's recommendation is to grant planning permission subject to the completion of a section 106 agreement on the heads of terms set out in the report accompanying the request to issue a delegated decision and either:

1.3.1 there is a material difference between the heads of terms and the final section 106 agreement; or

1.3.2 it has not been possible to complete the section 106 agreement on those heads of terms within three months of the date on which the Ward Member agreed to the decision being dealt with under delegated powers or in the event that the Ward Member did not reply to the request to agree to the exercise delegated powers by the HoP, the date by which the Ward Member was asked to reply,

the HoP shall re-consult the Ward Member in accordance with paragraph 1.2. It would be expected that the Ward Member would only depart from their previous position where the change was material and of sufficient weight so as to be capable of tipping the planning balance, or in the case of the non-completion of the section 106 agreement where the applicant has not engaged fully and as a result there is no realistic prospect of agreement being reached in the near future.

1.4 Where a Ward Member is unavailable for consultation (for whatever reason e.g. holiday, DPI or other interest) then s/he should nominate an alternative member to carry out this role and notify Member Services and the HoP accordingly in writing. ~~If the Chairman of DM Committee is unavailable, the Vice Chairman should be contacted in his/her place.~~

2 Call-in to DM Committee by Members

2.1 Any Members can call any Planning Applications, Listed Building Consents, Advertisement Consents, TPO final confirmations (excluding emergency TPOs), and Works to TPO trees to DM Committee, by notifying the HoP with material planning reasons, prior to the expiry of the public consultation period. Non-Ward Members will only call in an application after confirming that they have consulted with Ward Member(s).

2.2 ~~For the avoidance of doubt all Members in a multi-Member ward shall be notified/consulted by the HoP~~ Ward Members can call any Planning Applications, Listed Building Consents, Advertisement Consents, TPO final confirmations (excluding emergency TPOs), and Works to TPO trees in their ward to DM Committee by notifying the HoP with material planning issues at any time prior to the expiry of the consultation period referred to on paragraph 1.2.2 above.

~~2.3 Unless a Ward Member requests an extension of time of up to 48 hours for a response, s/he must advise the HoP of his/her views within three working days of being notified.~~

2.4 ~~In the absence of a Ward Member consultation response~~ Member call-in request within the permitted time frames, the HoP shall determine the matter ~~in accordance with the officer recommendation, without the Member's views.~~

- 2.5 Where a Ward Member is unavailable for consultation (for whatever reason e.g. holiday, DPI or other interest) then s/he should nominate an alternative member to carry out this role and notify Member Services accordingly in writing

3 Action on decisions of the DM Committee

- 3.1 Where the Committee **approves** an application, the HoP will issue the Approval Notice including such conditions as are reasonably required to give effect to the Committee's decision.

- 3.2 Where the DM Committee **refuses** an application which the HoP recommended should be approved, the DM Committee shall give the reasons for the decision, but the HoP shall determine the precise wording of the reasons for refusal.

4 Enforcement [outside of the terms of the Review]

5 Section 106 Agreements

- 5.1 The HoP may:

5.1.1 authorise the execution of a section 106 agreement where required in advance of the grant of planning permission or in connection with a planning appeal against the refusal of permission by the Council.

5.1.2 in consultation with the Ward Member, vary the terms of a section 106 agreement (or take such other action as necessary) to secure the objectives of the Committee which agreed the 106 agreement

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2. Ward Members/Chairman of DM Committee

- 2.1. Ward Members/Chairman of DM Committee can call to Committee, with material planning reasons:
 - a. any Planning Applications
 - b. Listed Building Consents
 - c. Advertisement Consents
 - d. TPO final confirmations (excluding emergency TPOs), and
 - e. Works to TPO trees with no contrary comment, by notifying the HoP Lead prior to the expiry of the public consultation period.
- 2.2. For the avoidance of doubt all Members in a multi-Member ward shall be notified /consulted by the HoP Lead
- 2.3. Unless a Ward Member/Chairman of DM Committee requests an extension of time of up to 48 hours for a response, s/he must advise the HoP Lead of his/her views within three working days of being notified.
- 2.4. In the absence of a Ward Member consultation response within the permitted time frames, the HoP Lead shall determine the matter in accordance with the officer recommendation, without the Member's views.
- 2.5. Where a Ward Member is unavailable for consultation (for whatever reason e.g. holiday, DPI or other interest) then s/he should nominate an alternative member to carry out this role and notify Member Services accordingly in writing. If the Chairman of DM Committee is unavailable, the Vice Chairman should be contacted in his/her place.

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Report to: **Council**

Date: **17 December 2020**

Title: **Resource and Waste Management Strategy for Devon and Torbay**

Portfolio Area: **Keith Baldry**
Lead Member for Environment

Wards Affected: **All**

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

Date next steps can be taken: Immediately

Author: **Jane Savage** Role: **Head of Service Contracts & Commissioning**

Contact: **01822 813657/email: jane.savage@swdevon.gov.uk**

Recommendations:**That the Council approve:**

- 1. the draft Resource and Waste Management Strategy for Devon and Torbay for public consultation; and**
- 2. delegated authority being given to the Head of Contracts and Commissioning, in consultation with the Lead Member for Environment, to make any minor changes considered necessary to the draft Strategy, prior to public consultation.**

1. Executive summary

1.1 This report outlines the new draft Resource and Waste Management Strategy for Devon and Torbay. It describes how the Devon local authorities and Torbay will manage Local Authority Collected Waste (household waste, litter, fly-tipped, street sweepings and some trade) from 2020-2030. The delivery of this Strategy will be overseen by the Devon Authorities Strategic Waste Committee (DASWC). Torbay are party to the Strategy but, as a Unitary Authority, also have their own.

1.2 Following its approval at the DASWC meeting on 15th October 2020, the draft Strategy requires the approval of the individual local authorities for proceeding to public consultation. After the public consultation and further scrutiny by the DASWC, the final Strategy will be brought back for

endorsement by the relevant individual authorities. It will then be presented to Devon County Council for final adoption.

2. Background

2.1 The Review of the 2005 Strategy was published in 2013. Since then there have been many developments in waste management. The Government published its own Resource and Waste Strategy in 2018 and is currently planning further consultation on several aspects of this. The Environment Bill is progressing through Parliament although this has been delayed due to COVID-19.

2.2 Given the amount of change which has occurred, it was concluded that a new Strategy for Devon and Torbay should be written to reflect the direction of travel and changes in national waste policy. The draft Strategy will be consulted upon over the winter of 2020-21 and the final Strategy will be presented to DASWC in 2021, following formal approval by the individual Authorities.

2.3 The aim is to provide a document which describes the way in which Devon and Torbay local authorities will manage resources and waste (under their control) from 2020 – 2030. It sets out waste policies and targets. The objectives are:

- a) To manage Devon's & Torbay's waste in a sustainable and cost-efficient manner.
- b) To minimise the waste we create.
- c) To reduce the impact of resource and waste management in Devon on climate change by implementing the waste hierarchy and tailoring operations to reduce the waste carbon footprint.
- d) To maximise the value of the resources we use and preserve the stock of material resources i.e. Preserve natural capital and practice resource efficiency.

2.4 Torbay Council, as a Unitary Authority and a member of the DASWC, is closely aligned with the Devon authorities, having responsibilities for both collection and disposal. Torbay's collection system follows the Devon aligned option and they are part of the South West Devon Waste Partnership which delivers residual waste to the Devonport Energy from Waste Combined Heat and Power plant, in Plymouth. Torbay wish to be party to the Devon Strategy but have also written a short strategy of their own which is currently out for consultation.

2.5 The Strategy has been drafted by the Devon Authorities Strategic Waste Committee of which the Council is a member.

3. Outcomes/outputs

3.1 The draft Strategy can be found as Appendix 1 to this report. The Strategy focusses on waste prevention and reuse, but also considers the carbon impact of the authorities' services. The Environmental Consultant, Eunomia, and Exeter University have assisted with the analysis of the

carbon impact of Devon's waste services and their recommendations have been integrated into the Strategy. Their findings have also been shared with the Devon Climate Emergency Team. Waste Prevention and Reuse are critically important areas of the Strategy.

3.2 Less waste means that costs of collection, recycling and disposal are reduced along with a lower carbon footprint. The behavioural change work under the Don't let Devon go to Waste branding has been a key factor in the success of reducing overall waste arisings and recycling more and it will continue to be a fundamental element of the Strategy going forwards. Reuse and Recycling in particular contribute to the move from the linear to the circular economy whereby resources are kept in use for as long as possible.

3.3 The Government's Resources and Waste Strategy forms the policy background at a national level. However further consultations are awaited on key Government initiatives in early 2021. These include consistency on waste collections including separate food waste collections, extended producer responsibility and the introduction of a deposit return scheme for drinks containers. This draft Strategy has been written to take into account the Government Strategy and it is expected to be in line with Government policy insofar as what is known.

3.4 The key targets in the Resource & Waste Management Strategy for Devon and Torbay are as follows:

3.4.1 Carbon

Contribute to net zero carbon for Devon and Torbay by 2050 at the latest by focussing on:

- a) Reducing, reusing and recycling more textiles, plastics, metals/Waste Electronic and Electrical Equipment, food and paper/card
- b) Looking specifically at how to reduce the plastics in the residual waste stream
- c) Considering options for utilising heat from the ERFs which will need to be commercially viable
- d) Reviewing carbon capture technology as it develops further
- e) Increasing the use of carbon friendly fuelled vehicles for transporting waste e.g. electric/hydrogen, over the period of the Strategy
- f) Developing opportunities for local reprocessing with stakeholders – by 2030

3.4.2 Waste Reduction and Reuse

Reduce the waste collected per head to 416kg per year by 2030 through:

- a) Community engagement
- b) Operational service policies e.g. reducing residual waste collection capacity
- c) Achieve a 20% reduction in food waste by 2025 from 2015 baseline

- d) Increase the amount of waste reused to 2% by 2025 and 5% by 2030

3.4.3 Recycling

- a) Recycle at least 60% of household waste by 2025 and 65% by 2035
- b) All collection authorities to provide a weekly separate collection of food waste by 2022
- c) Collect a consistent range of recyclable materials by 2023 in line with Government policy with the addition of a broader range by 2030

3.4.4 Miscellaneous

- a) Continue to support Don't let Devon go to waste/Recycle Devon
- b) Procure a residual waste analysis in 2022 and 2027
- c) Continue to support the Clean Devon Partnership
- d) Work with the Government to deliver services compliant with Extended Producer Responsibility, Deposit Return Scheme and consistency legislation.

4. Options available and consideration of risk

4.1 There would be an option to delay developing the Strategy until after the Government consults further on its own policies next year. However, it is considered that with so much changing in the waste sector since 2013, it would be unhelpful to delay further and there are no guarantees that the Government consultation will be concluded when expected.

4.2 In terms of risk, it is anticipated that this Strategy will be in line with national policy as it develops further.

5. Proposed Way Forward

5.1 It is proposed that the recommendations are approved to allow a full public consultation to take place.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance		The Authority has a duty to arrange for collection of household waste. The legislative framework is to be found in the Environmental Protection Act 1990, Waste Framework Directive 2008, and Controlled Waste Regulations 2012.

Financial implications to include reference to value for money		There are no financial implications.
Risk		As set out in 4.2.
Supporting Corporate Strategy		The provision of these services aligns with the Council themes of: <ul style="list-style-type: none"> • Council • Communities • Environment
Climate Change - Carbon / Biodiversity Impact		The Strategy is focussed on reducing, reusing, and recycling waste, all of which will lead to reduced environmental impact. It aims to contribute to net zero carbon for Devon and Torbay by 2050 at the latest. See 3.4.1 for further details.
Comprehensive Impact Assessment Implications		
Equality and Diversity		None
Safeguarding		None
Community Safety, Crime and Disorder		None
Health, Safety and Wellbeing		None
Other implications		None

Supporting Information

Appendices:

Appendix 1 – Resource and Waste Management Strategy for Devon and Torbay

Background Papers:

None

Approval and clearance of report

Process checklist	Completed
Portfolio Holder briefed/sign off	Yes/No
SLT Rep briefed/sign off	Yes/No
Relevant Heads of Practice sign off (draft)	Yes/No
Data protection issues considered	Yes/No
Accessibility checked	Yes/No

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Resource and Waste Management Strategy for Devon and Torbay

2020 - 2030

Draft for consultation



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Preface

The management of household waste in Devon and Torbay is undertaken by the 10 Local Authorities; Devon County Council, Torbay Council, East Devon District Council, Exeter City Council, Mid Devon District Council, North Devon Council, South Hams District Council, Teignbridge District Council, Torridge District Council and West Devon Borough Council.

The Local Authorities work together under the banner of the Devon Authorities Strategic Waste Committee. Over the last 28 years significant progress has been made since the early 90s when the recycling rate was 2% and recycling was carried out by the community sector.

Working together has never been more important than during the Covid Pandemic and it will continue to reap benefits that the individual councils could not achieve alone. Devon is consistently in the top 5 two tier authorities in the country in terms of recycling and the new metric of carbon impact is also showing Devon to be at the cutting edge of waste management practices. East Devon District Council has broken the 60% recycling rate barrier with 60.5% and they will share their best practices across the other already high achieving local councils. The authorities also work closely with residents to help them reduce and reuse waste, leading the way with their behavioural change and community engagement work.

Although the UK is leaving the EU at the end of 2020, European legislation will continue to influence waste policy through the Circular Economy Package. However, the Government's new Environment Bill will establish the future path for the country. With the Government's Resource and Waste Strategy for England published in 2018 and subsequent development through several consultations, there promises to be big and exciting changes in the way waste is managed.

This Strategy presents the way in which the Devon and Torbay Authorities will manage waste with and on behalf of the residents of Devon to protect the world class environment, contribute to a prosperous economy, support resilient, healthy and happy communities and reduce carbon impact with cost efficient resource management.

**Chairman, Devon Authorities Strategic Waste Committee
2020**

Summary of targets and policies

The Devon and Torbay local authorities will work together with partners and householders to:

1. Contribute to net zero carbon for Devon and Torbay by 2050 at the latest by focussing on:
 - a. Reducing, reusing and recycling more textiles, plastics, metals/Waste Electronic and Electrical Equipment, food and paper/card
 - b. Looking specifically at how to reduce the plastics in the residual waste stream
 - c. Considering options for utilising heat from the ERFs which will need to be commercially viable
 - d. Reviewing carbon capture technology as it develops further
2. Increase the use of carbon friendly fuelled vehicles for transporting waste e.g. electric, hydrogen, over the period of the Strategy
3. Develop opportunities for local reprocessing with stakeholders – by 2030
4. Follow the waste hierarchy - ongoing
5. Contribute to circular economy – ongoing
6. Reduce the waste collected per head to 416kg per year by 2030 through
 - a. Community engagement and
 - b. Operational service policies e.g. reducing residual waste collection capacity
7. Achieve a 20% reduction in food waste by 2025 from 2015 baseline
8. Increase the amount of waste reused to 2% by 2025 and 5% by 2030
9. Recycle at least 60% of household waste by 2025
10. Recycle 65% of household waste by 2035
11. All collection authorities to provide a weekly separate collection of food waste by 2022
12. Collect a consistent range of recyclable materials by 2023 in line with Government policy with the addition of a broader range by 2030
13. Continue to support increased recycling and reduced contamination with targeted communications at the local level –ongoing
14. Set up separate collections of textiles and hazardous waste from households in line with Government policy - 2025

15. Continue to support Don't let Devon go to waste/Recycle Devon - ongoing
16. Procure a residual waste analysis in 2022 and 2027
17. Continue to support the Clean Devon Partnership – ongoing
18. To work with the Government to deliver services compliant with Extended Producer Responsibility, Deposit Return Scheme and consistency legislation - 2023.

Resource and Waste Management Strategy for Devon and Torbay

1.0 Introduction

The Waste and Resources Management Strategy for Devon and Torbay was last published in May 2005 and reviewed in 2013. Since 2013, significant progress has been made in meeting the targets set in the Review.

The period of austerity from 2007 has had an impact on elements of the strategy, for example reduced budgets to achieve some objectives, reduced Central Government spending (and therefore grants) and limitations on staff resources which have had an impact on behavioural change and education work, vital in assisting the public to reduce their waste and to put the “right waste in the right place”. Covid 19 will also have had an impact on the waste management services across Devon and Torbay although the impacts will take time to manifest themselves in terms of tonnages of wastes arising and costs both in 2020 and in the future.

Nevertheless, working closely together and sharing resources both under the umbrella of the Devon Authorities Strategic Waste Committee and the Shared Savings Scheme, the Devon authorities by achieving a recycling rate of 56.6% in 2019/20 will have maintained their position near the top of the English two tier Waste Disposal Authorities' recycling league. Household waste growth is also being held at -0.3%. Torbay, a Unitary Authority, achieved a recycling rate of 40.4% with a growth rate of 0.8%.

The aim of this Strategy is to describe the way in which local authorities within Devon and Torbay will manage resources and waste (under their control) from 2020 – 2030 and to set both targets to reach and policies to manage waste.

2.0 Objectives

- To manage Devon's & Torbay's waste in a sustainable and cost efficient manner.
- To minimise the waste we create.

- To reduce the impact of resource and waste management in Devon and Torbay on climate change by implementing the waste hierarchy and tailoring operations to reduce the waste carbon footprint.
- To maximise the value of the resources we use and preserve the stock of material resources i.e. Preserve natural capital and practice resource efficiency



3.0 The Case for Action

3.1 Global

At a world level the UN Sustainable Goal 12 “Responsible consumption and production” sets the bar for a sustainable world. The Sustainable Development Goals are a call for action by all countries – poor, rich and middle-income – to promote prosperity while protecting the planet. They recognize that ending poverty must go hand-in-hand with strategies that build economic growth and address a range of social needs including education, health, social protection, and job opportunities, while tackling climate change and environmental protection. Goal 12 includes a number of targets related to resource and waste management, in particular:

12.2 By 2030, achieve the sustainable management and efficient use of natural resources

12.3 By 2030, halve per capita global food waste at the retail and consumer levels and reduce food losses along production and supply chains, including post-harvest losses

12.5 By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse

12.7 Promote public procurement practices that are sustainable, in accordance with national policies and priorities

12.8 By 2030, ensure that people everywhere have the relevant information and awareness for sustainable development and lifestyles in harmony with nature

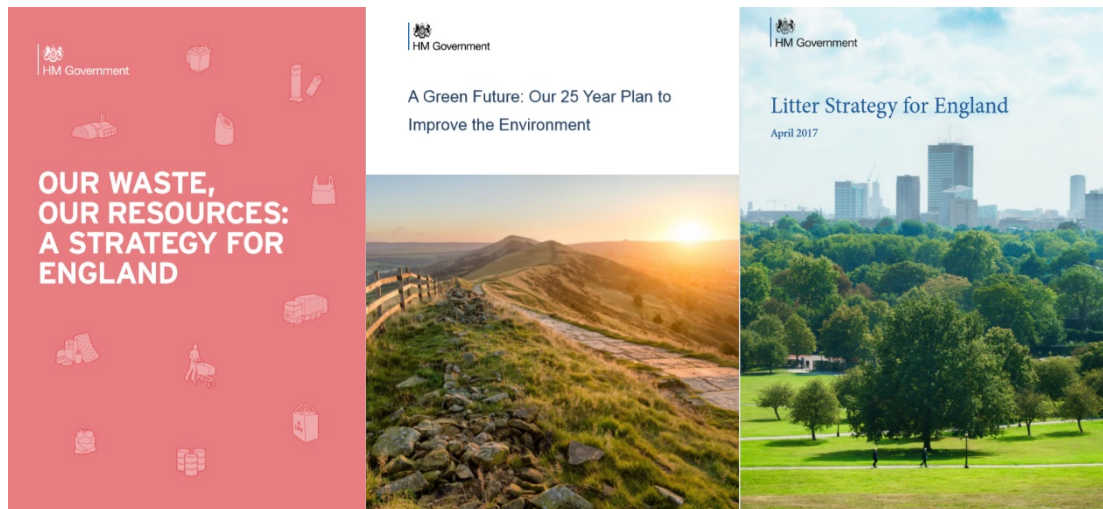
12.B Develop and implement tools to monitor sustainable development impacts for sustainable tourism that creates jobs and promotes local culture and products



3.2 National

Within the last 3 years, the UK Government has published a number of strategies which provide the basis for Resource and Waste Management across England for the next 25 years. These include:

- 25 year Environment Plan
- Government Resource and Waste Strategy for England (RWS) and consultations on Extended Producer Responsibility, Plastic tax, Consistency of recycling services, Deposit Return Scheme
- Clean Growth Strategy
- Litter Strategy
- Rural Crime Strategy
- EU Circular Economy package
- Climate Emergency Declarations



The Government RWS (<https://www.gov.uk/government/publications/resources-and-waste-strategy-for-england>) was published in November 2018, its key areas of focus are:

- 1) *Sustainable Production – i.e. Extended Producer Responsibility*
- 2) *Helping consumers take more considered actions – i.e. sustainable purchasing*
- 3) *Resource recovery and waste management – i.e. recycling consistency, food, partnerships, efficient Energy Recovery Facilities*
- 4) *Tackling waste crime*
- 5) *Cutting down on food waste*
- 6) *Global Britain: international leadership*
- 7) *Research and innovation*
- 8) *Measuring progress: data, monitoring and evaluation*

The key high level UK targets emanating from these include:

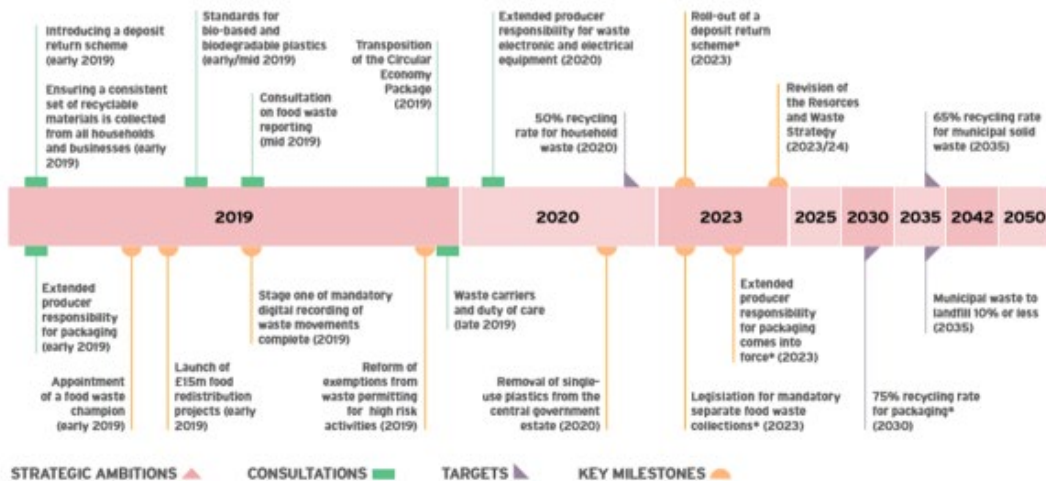
- Eliminate avoidable waste of all kinds by 2050
- 65% recycling rate by 2035
- No food waste to landfill from 2030
- To work towards all plastic packaging to be recyclable, reusable or compostable by 2025
- Eliminate avoidable plastic waste over the lifetime of the 25 year plan
- Double resource productivity by 2050
- Eliminate all biodegradable waste to landfill by 2030

The Government timetable for implementation of the Strategy is detailed below.

Our Waste, Our Resources: A Strategy for England

Key Milestones

- Double resource productivity by 2050
- Eliminate avoidable waste of all kinds by 2050
- Eliminate avoidable plastic waste over the lifetime of the plan
- Work towards eliminating food waste to landfill by 2030
- Work towards all plastic packaging placed on the market being recyclable, reusable or compostable by 2025



Devon Authorities Strategic Waste Committee

Following on from the publication of the Strategy, a number of consultations were held in 2019 on:

- Extended Producer Responsibility (EPR)
- Deposit Return Scheme (DRS)
- Consistency of recycling services
- Tax on the use of plastic with less than 30% recycled plastic content

The Devon Authorities contributed to the consultations. The responses have been summarised and the Government will be consulting further on these areas in 2021. The Environment Bill which paves the way for these changes has received its second reading. The more detailed legislation will come into force in 2023. The main proposed changes which have been incorporated into the Environment Bill are:

- A consistent set of recyclable household and household-like waste including paper and card, plastic, metal, glass, food and garden waste (households only) is to be collected separately from all households, relevant non-domestic premises and businesses.
- Recyclable household and household-like waste must be collected for recycling or composting.
- Relevant non-domestic premises and businesses must present recycling and food waste separately from residual waste for collection.
- Food waste from households must be collected weekly.

- Recyclable household and household-like waste in each recyclable waste stream must be collected separately unless it is not technically or economically practicable or has no significant environmental benefit.
- If two or more recyclable household or household-like waste streams are to be collected comingled, the collector must prepare a written assessment of why it is not technically or economically practicable or has no significant environmental benefit to collect them separately.

The position of the Devon Authorities in relation to these proposals follows:-

Government Proposals under consideration	Devon Position
Weekly separate collection of food waste	This is being implemented in Devon
Free garden waste collection	There is concern about inequality (free service for those with a garden), increase in collection and processing costs, and loss of income
Statutory Guidance	Whilst noting the value of guidance, it is important to allow local decision making on waste services.
Consistency in recycling collections including a core set of dry recyclables – glass, metal, plastic, paper, card	This is being implemented in Devon. The Authorities agree it should be extended to commercial waste collections.
Frequency of residual waste collection	It is important to allow councils to determine frequency of collections
Deposit Return Scheme (DTS) – this will introduce a deposit charge for all beverage containers which will be refunded when the container is returned	There are concerns about the implications on collection authorities and whether the cost of the proposed scheme is justified. The initiative could reduce the Devon recycling rate by 0.7%.
Extended Producer Responsibility (EPR). This extends the range of materials for which producers are to be responsible for funding full net costs of treatment.	Producer responsibility is to be welcomed but the distribution of funding and assessment of costs needs to be fair.
Plastic Tax on products with <30% recycled plastic content	This is acknowledged as a useful contribution to the circular economy and should stimulate markets for plastics within the UK.

The Government is also looking at potential resource efficiency and residual waste targets and they are in early discussions with stakeholders with a view to bringing them into legislation in October 2022.

3.3 Devon and Torbay

Many of the policies and targets set in the 2013 Review have been met. Progress against these is summarised in Appendices 1 and 2.

Devon and Torbay have over 900,000 residents whose waste they are responsible for. In total Devon authorities spend circa £56 million on waste management, with Torbay spending £13 million. The Devon and Torbay Authorities need to strive for continuous improvement to assist the UK in meeting its EU targets, i.e. 50% recycling by 2020, and 65% by 2035; to comply with the waste hierarchy; and to protect the precious natural capital of Devon and Torbay on which so much relies – tourism, agricultural production, prosperity. They also need to look for efficiencies to keep within ongoing cost constraints. Strategies to reduce the amount of waste arising, increase reuse and recycling will assist in managing waste within available budgets.

Climate Emergency declarations

Devon County Council (DCC) declared a Climate Emergency in May 2019. Torbay declared theirs in June 2019. The Devon declaration is detailed here <https://www.devon.gov.uk/energyandclimatechange/devon-climate-emergency/devon-climate-declaration>. The Torbay declaration is noted here <https://www.torbay.gov.uk/council/policies/environmental/climate-change/>.

The Devon districts have also declared climate emergencies and have employed climate emergency officers. Various actions are already being implemented such as use of electric vehicles, allocation of budgets for carbon reduction activities, assessment of carbon footprints, cabinet members assigned, items added to committee meeting agendas, Photo Voltaic (PV) panels erected and target dates for net zero carbon have been set ranging from 2025 to 2040.

The way in which waste is dealt with can have a significant impact on greenhouse gas emissions with UK waste and wastewater practices contributing around 4% to the overall carbon emissions (3% of which is due to landfilling). The strategy, therefore, as well as looking at reducing tonnes of waste will also look at reducing the carbon impact of waste management to contribute to Devon and Torbay's aim of net zero carbon by 2050. One of the key achievements in Devon and Torbay in this arena is that no* kerbside collected waste goes to landfill. Landfill traditionally has the greatest negative impact on climate change due to the anaerobic biodegradation of organic waste producing carbon dioxide and methane (a greenhouse gas at least 25 times more potent than carbon dioxide). These gases can be collected for energy production as they are in more modern landfills, but the process is not particularly efficient. The strategy will seek to set a path towards carbon neutrality by 2050.

* except when the Exeter plant is closed for planned or unplanned maintenance.

4.0 Key achievements since 2013

The key achievement that the local authorities have managed in the last 6 years has been the much closer alignment of collection services. The so called “aligned” option evolved from work aimed at forming a formal waste partnership which highlighted the benefits of collecting the same materials at the same frequency across Devon and Torbay both in terms of simplicity for the

householders but also financially. Figure 1 below shows where the authorities were in 2013. In 2016 the councils collaboratively developed a proposal, the “Shared Savings Scheme” (SSS), whereby if a district authority significantly changed their collection service which had a consequential reduction in treatment costs for Devon County Council, the county council would share the savings 50:50. Five of the authorities have signed up to this arrangement. South Hams and Exeter are proposing changes in 2021/22 that will make them eligible for the SSS which will ostensibly bring all districts into line leaving only Mid Devon with a fortnightly collection of recycling. Figure 2 shows where each authority is currently.

Progress toward the 'Aligned Option' Version: 2013 (WRMS)



	Food Waste (Weekly)	Garden Waste (£/fortnightly)	Dry Recycling (Weekly)	Residue (fortnightly)
East Devon ✓	✓	(£/O)	✓	✓
Exeter	(X)	✓	(f)	✓
Mid Devon	(m/f)	(m/f)	(f)	✓
North Devon	(m/f)	(m/f)	✓	✓
South Hams	(m/f)	(m/f)	(f)	✓
Teignbridge	(m/f)	(m/f)	(f)	✓
Torridge	(m/f)	(m/f)	✓	(w)
West Devon	✓	(m/f)	✓	✓
Torbay	✓	(X)	✓	✓

YELLOW = aligned option / £ = charged service / m = mixed collection / f = fortnightly / w = wkly / X = N/A / O = Other

Devon Authorities Strategic Waste Committee

Figure 1: Aligned Option position 2013

Progress toward the 'Aligned Option' Version: September 2019



	Food Waste (Weekly)	Garden Waste (£/fortnightly)	Dry Recycling (Weekly)	Residue (fortnightly)
East Devon ✓	✓	✓	✓	✓ (3)
Exeter	(X)	✓	(f)	✓
Mid Devon	✓	✓	(f)	✓
North Devon ✓	✓	✓	✓	✓
South Hams	(m/f)	(m/f)	(f)	✓
Teignbridge ✓	✓	✓	✓	✓
Torridge ✓	✓	✓	✓	✓
West Devon ✓	✓	✓	✓	✓
Torbay ✓	✓	(£/O)	✓	✓

YELLOW = aligned option / £ = charged service / m = mixed collection / f = fortnightly / 3 = 3wkly / X = N/A / O = Other

Devon Authorities Strategic Waste Committee

Figure 2: Aligned Option position 2020

Further achievements over this period can be seen at Appendix 3. These achievements have led to:

- Reduced waste for disposal
- Increased recycling rates
- Reduced waste arisings
- Reduced costs of treatment and disposal

The graphs below describe these achievements.

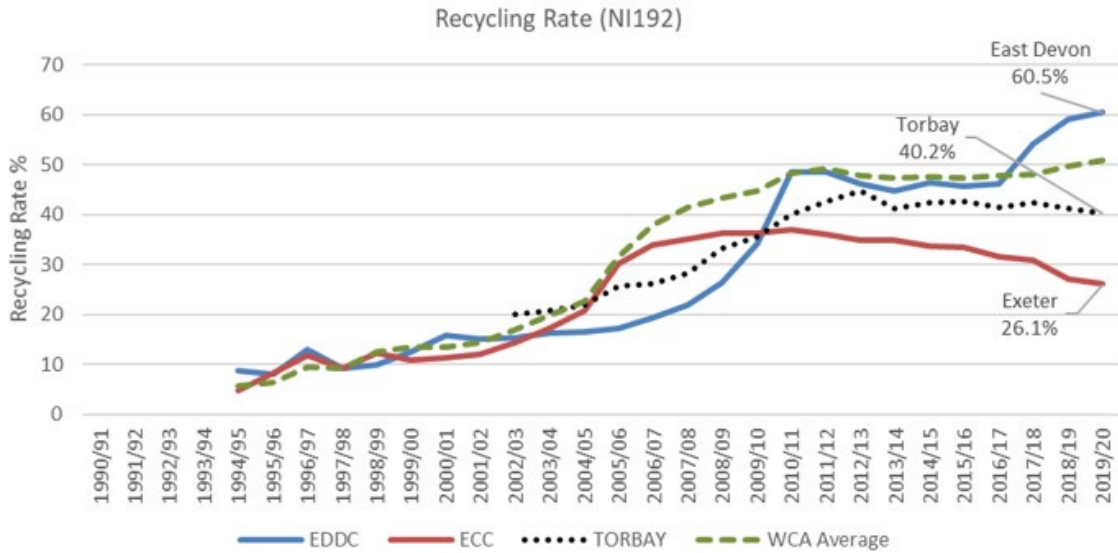


Figure 3: Highest, lowest and average WCA (district) recycling rates for Devon and Torbay 2019/20

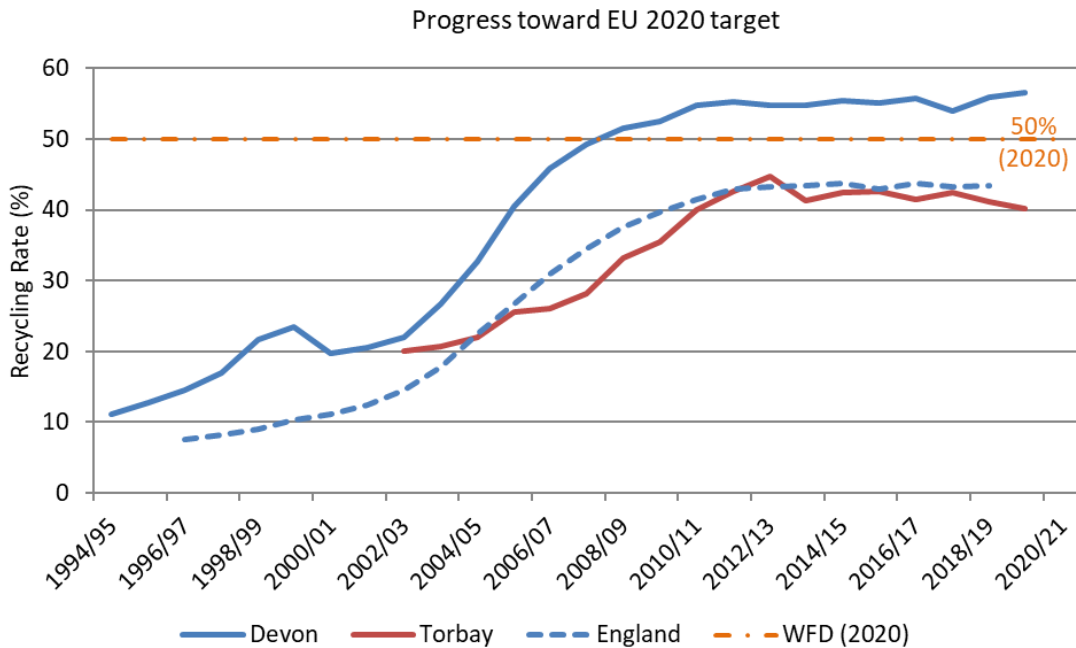


Figure 4: Progress towards EU 2020 recycling target

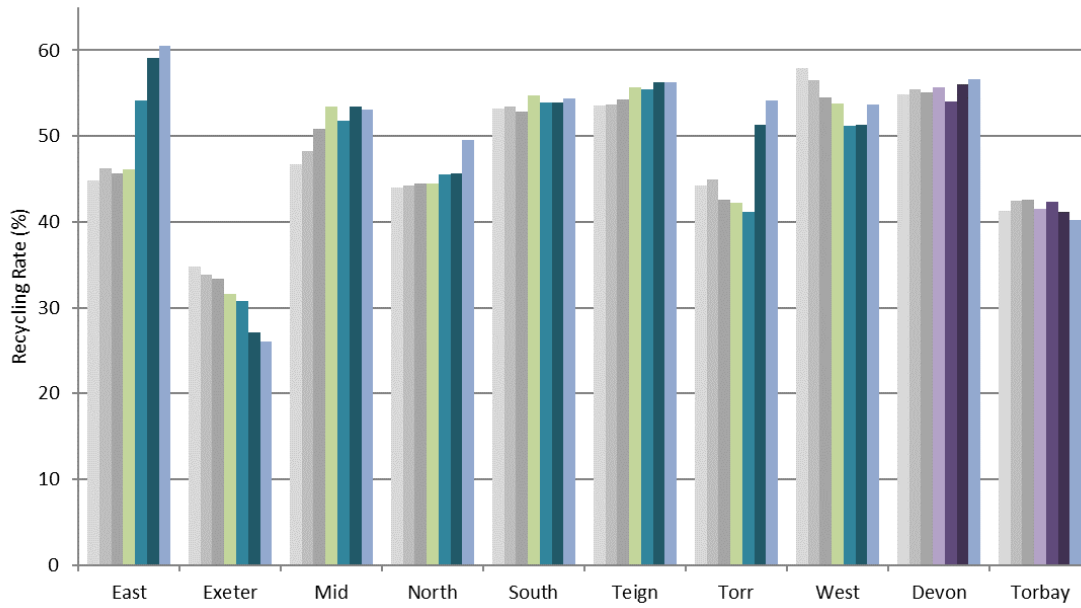


Figure 5: Authority recycling rates from 2013/14 – 2019/20

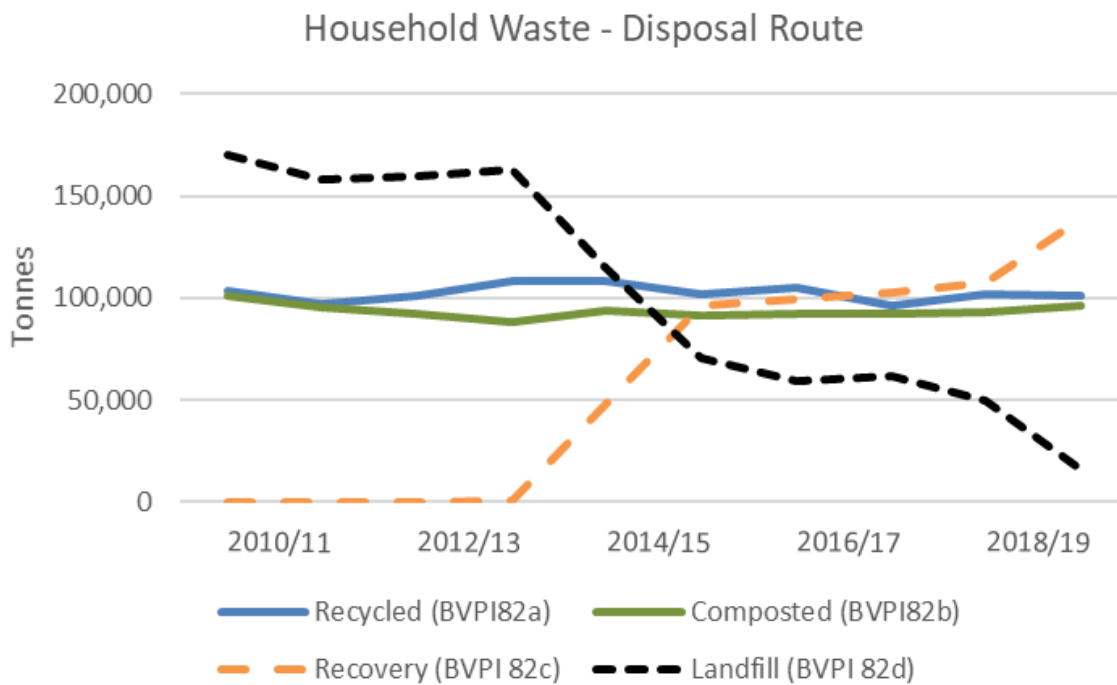


Figure 6a: Changing waste treatment methods in Devon since 2010/11

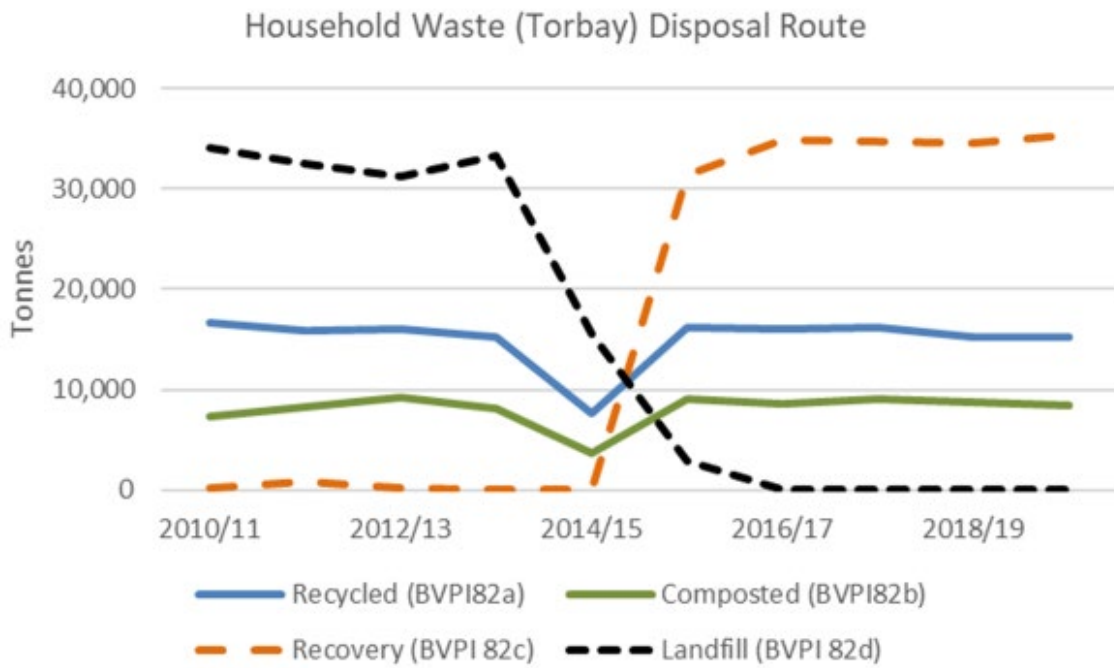


Figure 6b: Changing waste treatment methods in Torbay since 2010/11

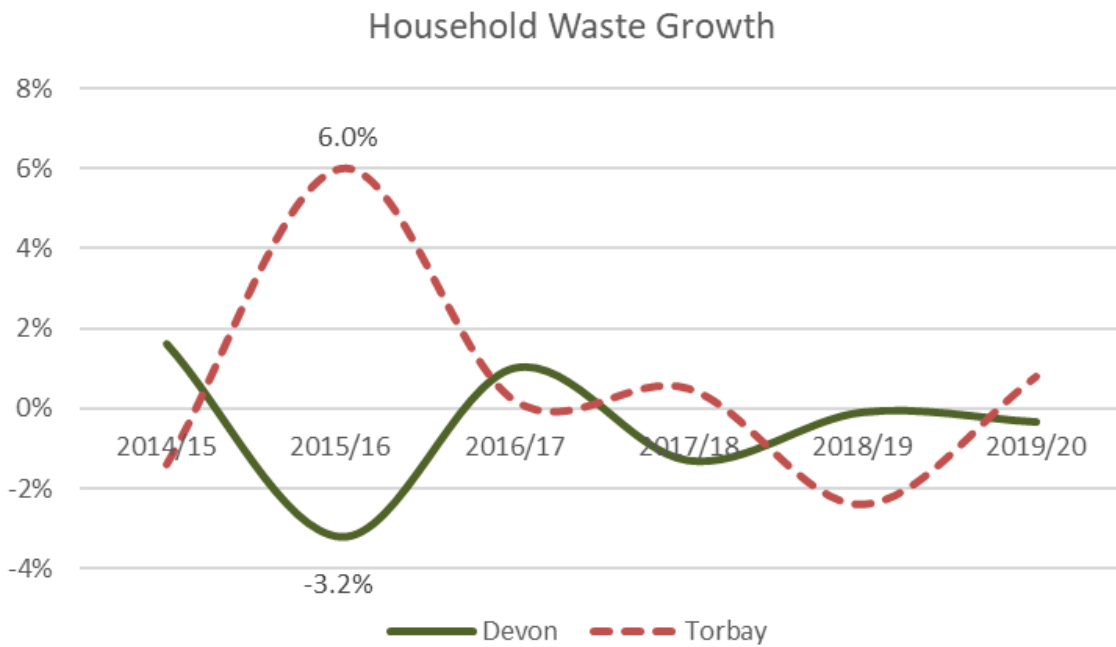


Figure 7: Waste Growth to 2019/20 (Devon and Torbay)

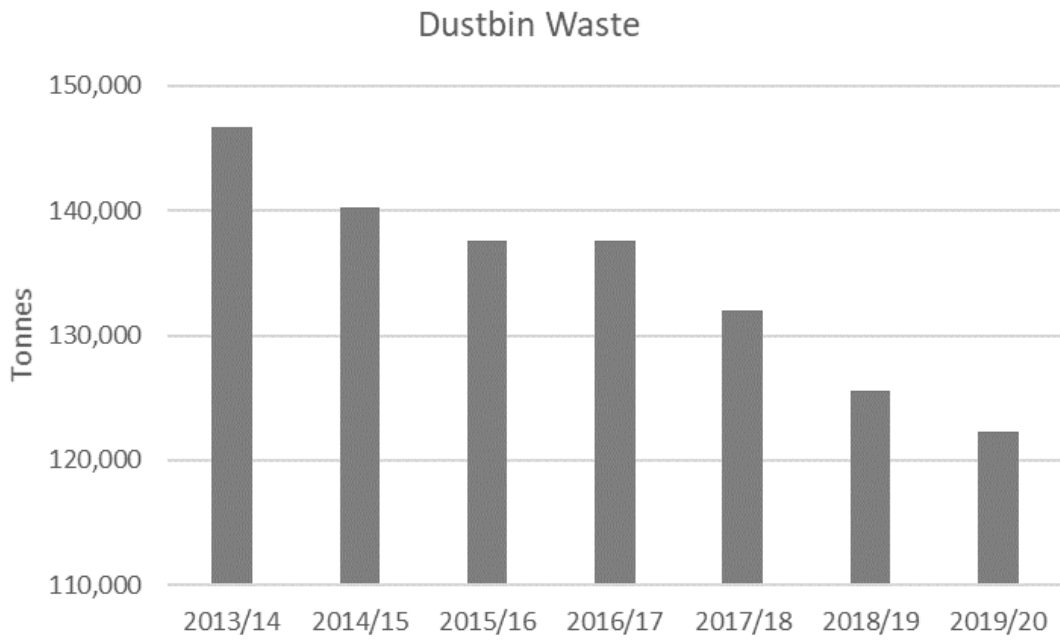


Figure 8a: Devon districts' dustbin waste to 2019/20

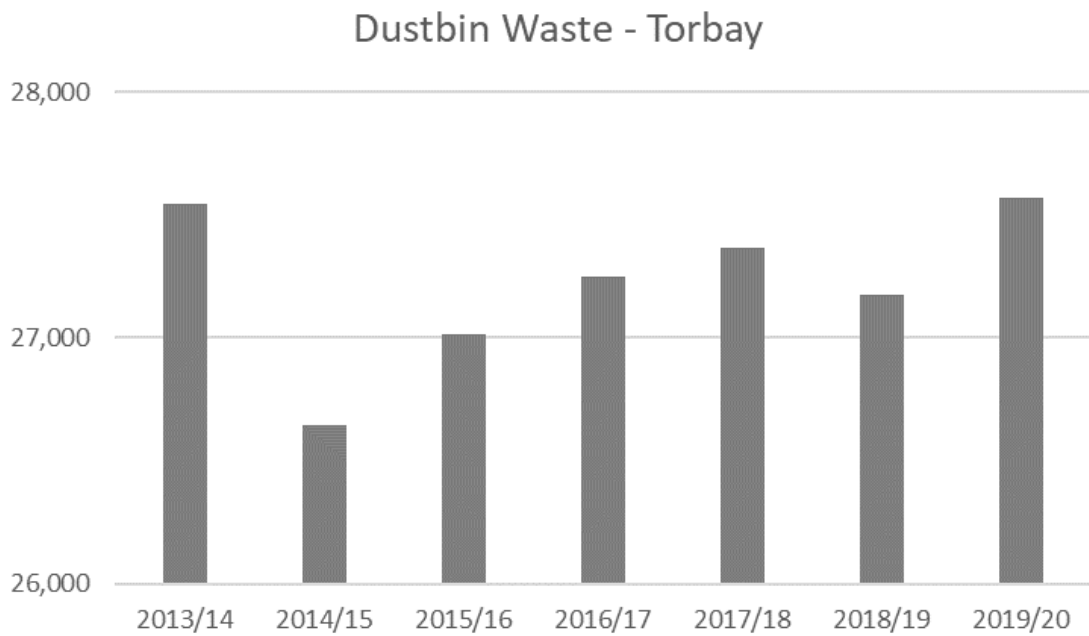


Figure 8b: Torbay dustbin waste to 2019/20

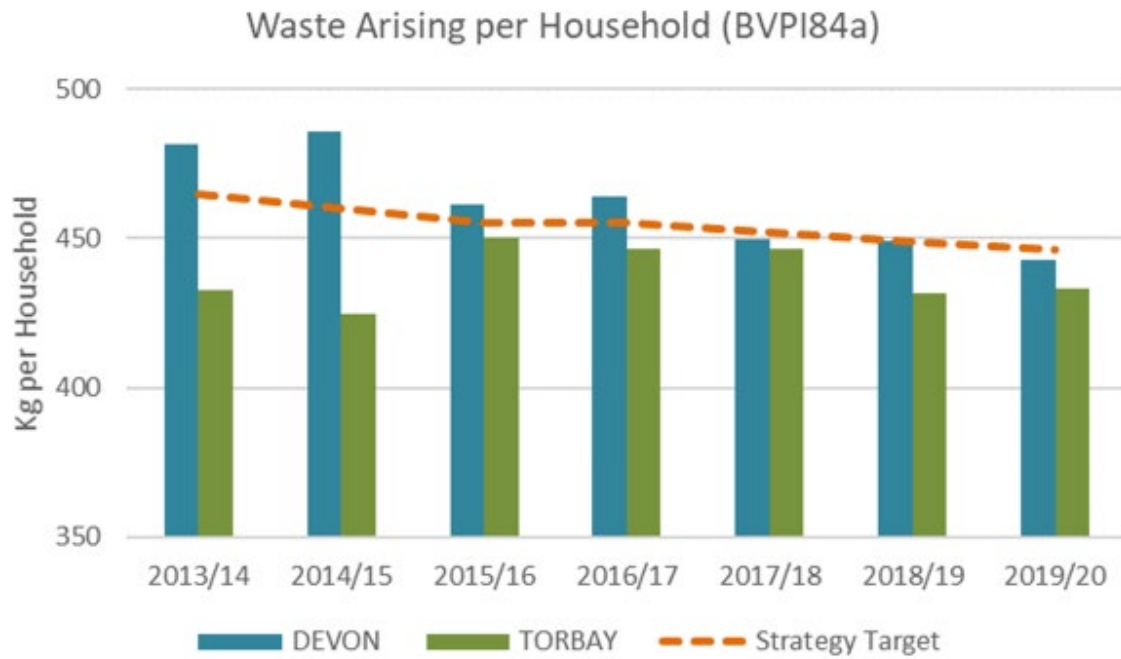


Figure 9: Waste arising per household to 2019/20, Devon and Torbay

The figures below show the percentage of Devon and Torbay's waste treated by different methods in 2019/20

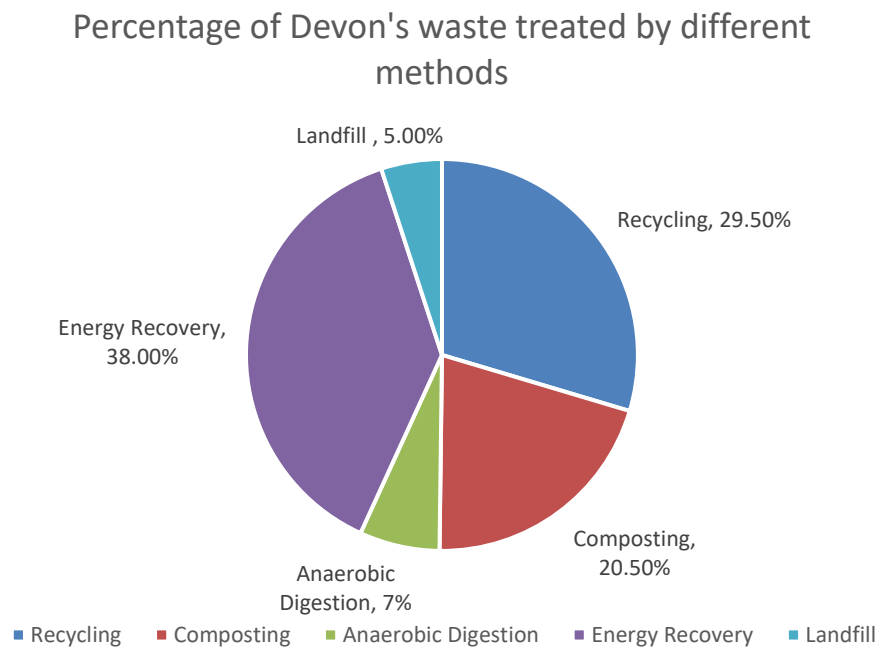


Figure 10a: The percentage of Devon's waste treated by different methods

Percentage of waste treated by different methods (Torbay)

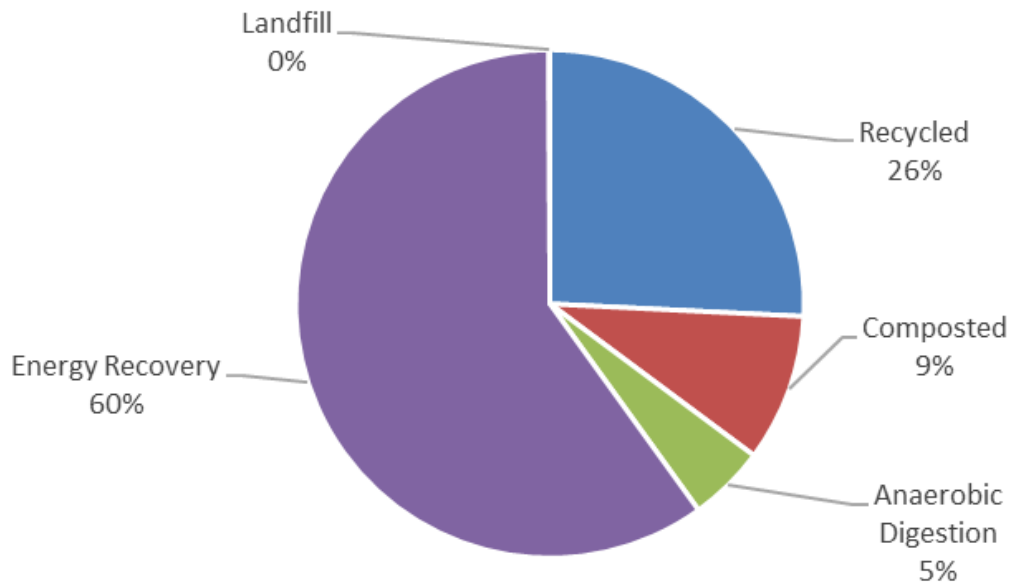


Figure 10b: The percentage of Torbay’s waste treated by different methods

5. The way forward (notwithstanding the awaited outcomes of government policies)

To determine the way forward for resource and waste management in Devon and Torbay over the next 10 years there are 5 areas which need to be considered to provide a sustainable plan. These are:

- Climate Change and carbon impact
- The Circular Economy
- The Waste Hierarchy
- Resource Efficiency
- Natural Capital

5.1 Climate Change and carbon impact

The Net-zero technical report by the Committee on Climate Change (CCC) published in May 2019 (<https://www.theccc.org.uk/publication/net-zero-technical-report/>) laid out how the UK might meet zero net greenhouse gas (GHG) emissions through decarbonising the economy by 2050. It sets “core” options which will enable at least 80% reduction in GHG emissions by 2050, then “further ambition” options which will be more challenging and expensive and finally

“speculative” options which are potentially high cost, not technology ready and may be unpopular with the public.

Whilst waste management contributes less than 4% to the UK’s GHG emissions, 3% of which is landfill related, the Committee proposes a number of ways to manage waste to reduce emissions from this source and more generally:

- i) 20% reduction in avoidable food waste by 2025 (from a 2015 baseline) and potentially 50% reduction by 2050. The 2025 target is as per the Courtauld agreement (*A voluntary agreement, supported by the Devon Authorities Strategy Waste Committee, bringing together organisations across the food system to make food & drink production and consumption more sustainable. At its heart is a ten-year commitment to identify priorities, develop solutions and implement changes to cut the carbon, water and waste associated with food & drink by at least one-fifth in the 10 years*). In addition to resulting in less energy use, less food waste would reduce land requirements and therefore free up land for afforestation and energy crops
- ii) Food waste, wood waste, card, textiles and garden waste to be diverted from landfill by 2030
- iii) A recycling rate of 65% by 2035
- iv) More proactive promotion of waste avoidance
- v) Anaerobic Digestion for food waste after prevention and redistribution
- vi) Methane capture/biogas combustion/flaring/natural oxidation at landfill sites
- vii) Raising consumer awareness of the need to reduce food waste and increase recycling.

In Devon, significant inroads have already been made into reducing the GHG emissions from waste management practices. The fact that since February 2019 no kerbside collected residual waste goes to landfill is a major achievement. The residual waste now goes to energy recovery facilities. The Plymouth plant is a combined heat and power plant which gives it a good efficiency rating. The Exeter plant is less efficient, producing electricity but not making use of the heat, although options for this are being investigated.

Environmental consultants, Eunomia Research and Consulting Ltd, have produced a yearly carbon index that shows which authorities are delivering the greatest carbon benefits. Local authorities that collect more of the materials with a higher embodied carbon for recycling will show greater benefits. Account is also taken of the emissions impact of source separated and comingled collections. Devon’s index of 102 is in the top 10% of authorities, with Torbay in the good performers’ category. (See Appendix 4 for more information).

In 2019/2020 Eunomia were commissioned to look at the Devon authorities’ waste management services and analyse their carbon impact in detail and to make recommendations on how to reach carbon neutral by 2050 or sooner as well as meeting recycling targets. Details of their analysis are at Appendix 4. Their recommendations are as follows:

- A primary focus on reducing the amount of plastics in the residual waste

- To capture more carbon intensive materials – i.e. textiles, metals, plastic
- To encourage/enable greater commercial waste recycling
- To explore carbon capture

To reduce the carbon impact but also increase the recycling rate their recommendations are:

- To reduce residual waste arisings
 - By offering less frequent collections (this option depends on evolving government strategy and cost benefit considerations)
 - Smaller residual waste bins
 - No side waste (this option is only possible for those with wheeled bins, not sacks)
- To aim for higher capture rates of key materials
- To expand the range of materials collected (depending on their carbon impact/tonnage contribution)
- To carry out a site by site review of Household Waste Recycling Centres (HWRCs) to include a residual waste analysis, greater focus on textiles and confirm best practices
- To deliver consistent communications including the information on websites

The key to improving the carbon saved is to follow the waste hierarchy; putting waste prevention and reuse first, and when recycling, to improve the capture rates of the higher impact materials such as textiles, metals and plastics; and when recovering energy to minimise the amount of plastic in the residual waste.

Exeter University's Centre for Energy and the Environment was also asked to look at ways that the Energy Recovery Facilities (ERFs) could reduce their carbon impact. The conclusions from this work were:

- To reduce the amount of plastic in the residual waste
- To increase the efficiency of the plants by increasing the use of heat
- To explore carbon capture

All the scenarios above have their limitations, for example, reducing the plastic in the residual waste depends on manufacturers, public participation, pre-treatment technologies and markets; increasing the plant efficiencies depends on suitable off takers, and carbon capture is currently prohibitively expensive but may become less so in the future.

In relation to carbon impact reduction the Authorities will therefore:

- Look at how to reduce the plastics in the residual waste stream
- Consider options for utilising heat from the ERFs which will need to be commercially viable
- Review carbon capture technology as it develops further

5.2 Circular economy

The management of waste has traditionally followed a linear model. However, going forward, the key to how to manage waste is to think of waste as a resource which needs to be kept in use for as long as possible, to value products differently and to create a more robust economy in the process, reducing dependence on the import of raw materials. By assessing how we design, make, sell, re-use and recycle products we can determine how to get the maximum value from them, both in use and at the end of their life.

Under the EU Circular Economy Package (CEP) legislation member states will be expected to reach a recycling rate of 55% by 2025, 60% by 2030 and 65% by 2035. See: https://ec.europa.eu/environment/circular-economy/index_en.htm

The UK government has ratified the new proposals and will work towards the targets set. Beyond the headline recycling targets, the CEP also includes specific targets for packaging and separate requirements for bio-waste and landfill. EU member states will be expected to achieve stated recycling rates by 2030 for all packaging (70 per cent), plastic (55 per cent), wood (30 per cent), ferrous metals (80 per cent), aluminium (60 per cent), glass (75 per cent) and paper and cardboard (85 per cent).

In addition to this, member states will have until 1 January 2025 to set up separate collections of textiles waste and hazardous waste from households (kerbside batteries, WEEE, liquids), while they must ensure that bio-waste is either collected separately or recycled at source through home composting, for example, by 31 December 2023.

With regard to landfill, member states will be expected to ensure that all waste suitable for recycling or recovery shall not be sent to landfill by 2030, except for waste for which landfill is the best environmental outcome. On top of that, member states will have to ensure that by 2035, less than 10 per cent of the total amount of municipal waste generated is sent to landfill.

The CEP states that 'extended producer responsibility schemes form an essential part of efficient waste management', but that these should not impinge on the 'smooth functioning of the internal market'.

It continues: 'The general minimum requirements should reduce costs and boost performance, as well as ensure a level playing field, including for small and medium-sized enterprises and e-commerce enterprises... They should also contribute to the incorporation of end-of-life costs into product prices and provide incentives for producers, when designing their products, to take better into account recyclability, reusability, reparability and the presence of hazardous substances. Overall, those requirements should improve the governance and transparency of extended producer responsibility schemes.'

Though a lot of emphasis has been put on recycling, the package is cognisant of the need for member states to move up the waste hierarchy and recognises that

'waste prevention is the most efficient way to improve resource efficiency and to reduce the environmental impact of waste.'

As such, the text of the package encourages reuse and new business models that reduce waste generation, stating: 'Member states should facilitate innovative production, business and consumption models that reduce the presence of hazardous substances in materials and products, that encourage the increase of the lifespan of products and that promote reuse including through the establishment and support of re-use and repair networks, such as those run by social economy enterprises, deposit-refund and return-refill schemes and by incentivising remanufacturing, refurbishment and, where appropriate, repurposing of products as well as sharing platforms.'

A circular economy depends on product design and manufacture being undertaken with longevity as a priority. It is difficult for local authorities to influence this, but the Government is ensuring that this is becoming more mainstream. For example, under the EU Ecodesign Directive the "Right to Repair" legislation, which will be introduced in 2021, household brands will have to make their items longer-lasting and supply spare parts for up to 10 years. It means all televisions, monitors, fridges, freezers, washing machines, washer-dryers, dishwashers and lighting products sold across the EU will have to meet minimum repairability requirements aimed at extending their lifetime. Manufacturers will have to ensure that all appliances can be easily disassembled with commonly available tools. Spare parts and repair information will also have to be made available to professional repairers for a minimum number of years.

Nevertheless, local authorities can try to ensure items are reused and recycled both operationally and when trying to influence householders' behaviour and these will be a priority for the Devon authorities.



Figure 11: The Circular Economy

5.3 Waste hierarchy

In parallel with the Circular Economy is the waste hierarchy which identifies generically the best options in priority order for dealing with waste. The Devon and Torbay Local Authorities will continue to apply the waste hierarchy to the management of waste within their control going forward.



Figure 12 – The Waste Hierarchy

Defra has acknowledged the value of materials through the supply chain and the benefits from resource efficiency and a circular economy which aims to maximise use of resources through re-use, repair, remanufacture, refurbishment and re-selling of goods. There are benefits for producers through becoming more efficient and paying less for resources; the environment through reduced landfill and carbon emissions further up the supply chain; taxpayers and local authorities (LAs) through lower costs of waste collection and disposal; and society in general through protection of natural resources.

Opportunities for waste prevention occur throughout a product life-cycle. Actions include minimising waste through process design, improved product design to expand lifespans, and the encouragement of resource efficiency through e.g. producer responsibility.

After waste prevention and reuse come recycling and composting – as above, the EU Circular Economy package sets a 65% recycling rate target for 2035. Composting releases CO₂ into the atmosphere but when compost is spread to land it offsets the emissions that would have been produced had fertilizer been used. Anaerobic digestion of food waste, as a method of dealing with food waste if it has not been eaten by humans or livestock, has the least negative impact on CO₂.

5.4 Resource efficiency

Resource efficiency means using the Earth's limited resources in a sustainable manner while minimising impacts on the environment. It allows us to create more with less and to deliver greater value with less input. The aim is to use fewer resources when we produce and consume goods and create business and job opportunities from activities such as recycling, better product design, materials substitution and eco-engineering. Local authorities will influence this through practising sustainable procurement, and offering fresh incentives to assist consumers towards more resource-efficient products i.e. by promoting sustainable consumption.

5.5 Natural Capital

Natural capital refers to the environmental assets which all businesses and organisations require to operate successfully, e.g. water, soils, minerals, woodland and wildlife provide essential benefits and services such as energy, flood and climate control, health, and wellbeing, food, timber and pollination.

Devon and Torbay are blessed with an incredibly valuable natural capital on which business, tourism, agriculture and civil society depend. It is therefore important that steps are taken to ensure that waste management has minimal negative impact and even a positive impact on the environment in this context. A good example of this is food waste (notwithstanding that is a problem in itself) being anaerobically digested at Langage Farm in South Hams, with the resulting fertiliser used on the land to grow the pastureland which feeds the cows, which produce the milk for the ice cream, with slurry and any food waste going back into the system, enhancing the natural capital of the soil.

The Local Authorities will aim to preserve natural capital by practicing sustainable waste management. In particular, minimising food waste would potentially have the most significant positive impact on natural capital, this is addressed at 7.2.1.

6.0 Waste Analysis

In order to help with informing priorities for communications and operational service changes, a waste analysis of 1800 residual household bins across Devon and Torbay was carried out in October 2017. Figure 13 shows the percentages of each of the materials remaining in the residual waste. See Appendix 5 for detailed analysis of each district and Torbay. It will be important to target the reduction, reuse and recycling of materials which both reduce carbon impact and improve recycling which will have dual benefits of saving waste from being incinerated and reducing costs.

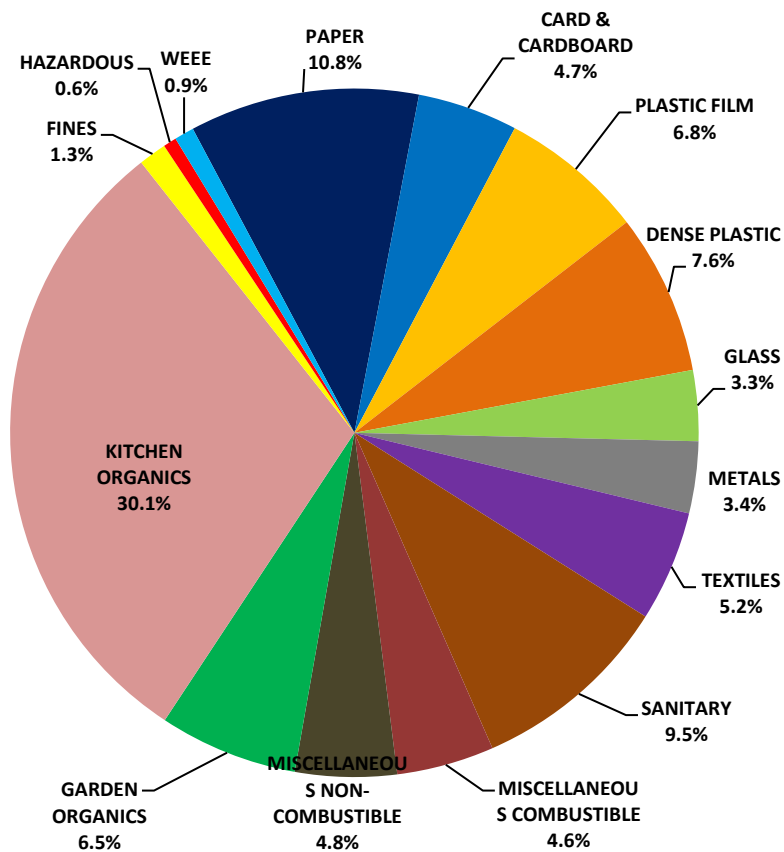


Figure 13: Average content of residual bins October 2017 (Devon)

Figure 14 below shows how much waste is already recyclable under 2017 service provision and Figure 15 shows how much is recyclable if all authorities adopted the aligned option.

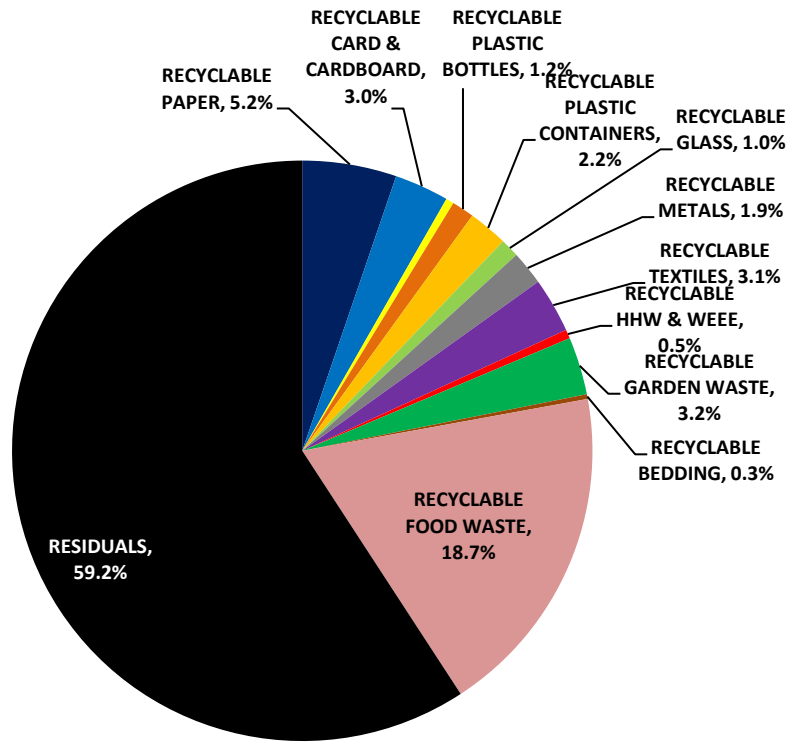


Figure 14: Percentage of residual bin contents that are potentially recyclable with current collection services (Devon)

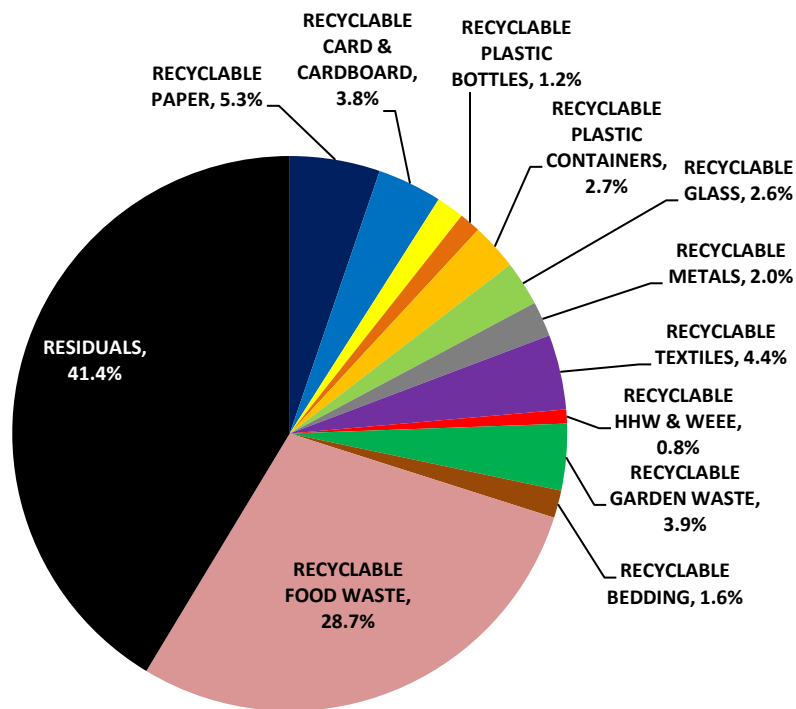


Figure 15: Percentage of residual bin contents that are potentially recyclable if all districts adopted a full range of recycling (Devon)

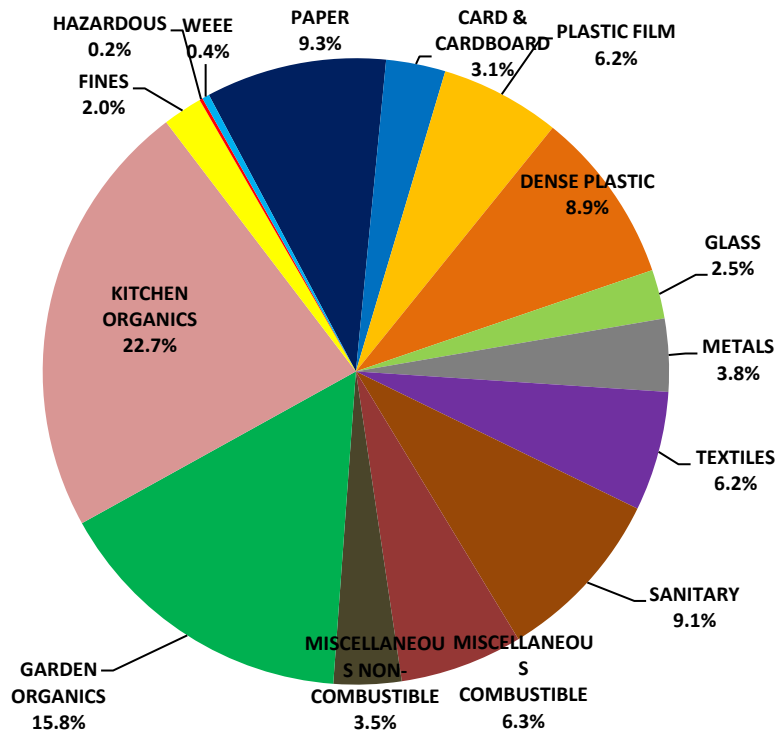


Figure 16: Average content of residual bins October 2017 (Torbay)

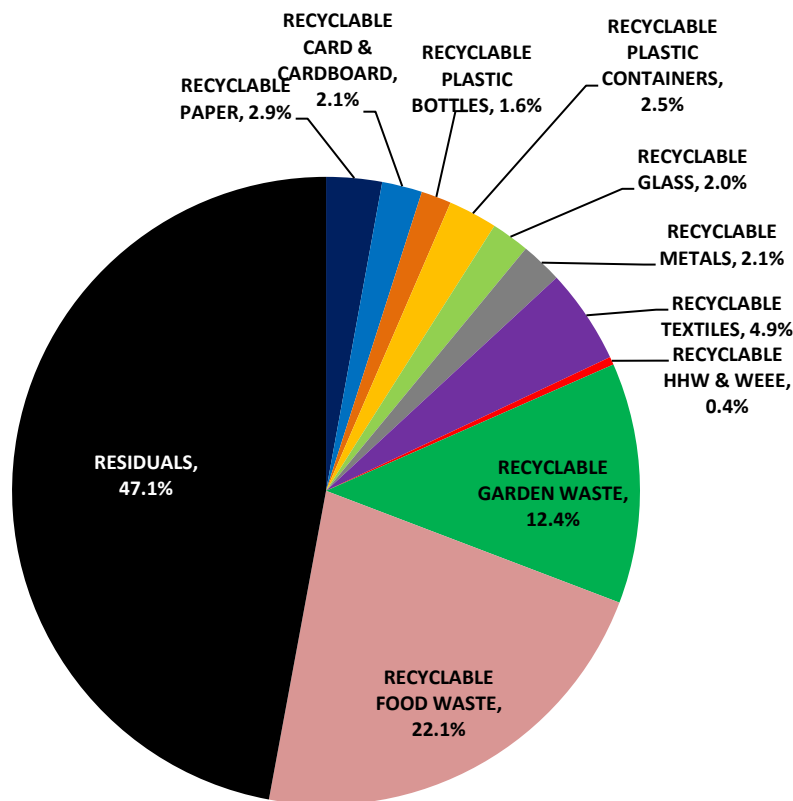


Figure 17: Percentage of residual bin contents that are potentially recyclable with current collection services (Torbay)

The above charts show:

For Devon:

Using the 2018/19 tonnage of waste in the dustbins – 125,600 tonnes, that;

- a) 40.8% more could be recycled with current collection services (51,245 tonnes)
- b) 58.6% more could be recycled with a district wide aligned option (73,600 tonnes)

The net costs of this missed recycling are approximately £3 million and £4.4 million respectively, plus the loss of income of £1 – 1.5 million. If all residents put the right waste in the right bin in the above scenarios, the recycling rates would increase to 70.4% and 76.7% respectively. Encouraging waste prevention, reuse and recycling will help to get closer to these figures, and this is where behavioural change campaigns will need to focus.

For Torbay:

Using the 2018/19 tonnage of waste in the dustbins – 27,173 tonnes, that 52.9 % more could be recycled with current collection services (14,375 tonnes)

The net costs of this missed recycling are approximately £840,000, plus the loss of income of £280,500. If all residents put the right waste in the right bin in the above scenario, the recycling rate would increase to 66%.

7.0 Waste prevention

7.1 General

Waste prevention is at the top of the waste hierarchy and is therefore the priority for this strategy. Preventing waste reduces consumption, carbon impact, overall environmental impact and costs. There are two main methods of achieving this, either by operational methods, such as reducing residual bin collection frequencies or by using behavioural change techniques or, most effectively, a combination of both.

The Authorities are currently contributing the Government's review of its own Waste Prevention Plan - <https://www.gov.uk/government/publications/waste-prevention-programme-for-england>.

The current Waste Prevention and Reuse Strategy for Devon and Torbay 2017-2022 will be updated to complement this document (<https://devoncc.sharepoint.com/sites/PublicDocs/Environment/Recycling/Forms/undefined>).

Behavioural change is achieved through a number of initiatives in Devon and Torbay, listed below.

- Implementing the yearly Waste Prevention and Reuse Strategy Action Plan
- Don't let Devon go to waste – campaigns and ongoing advice via the Recycle Devon brand
- Waste and Recycling Advisors contract providing a team of door-steppers
- Schools waste education
- Working with Communities – Community Action Groups (CAG) Devon
- Devon Reuse Project – see page 40

7.1.1 Don't let Devon go to waste

The Waste Prevention and Reuse Strategy provides the overarching plan for the local authorities in relation to the top end of the waste hierarchy. It identifies how the local authorities will achieve behavioural change in the population, both operationally and via communications implemented under the broad banner of Don't let Devon go to waste and more specifically the established brand of Recycle Devon.



There is a separate waste communications strategy which sets out the approach, methodology and rationale being used to engage and communicate with residents. The waste communications strategy is being reviewed to underpin and support the Resource and Waste Management Strategy for Devon 2020 – 2030 and achieve the objectives of the Waste Prevention and Reuse Strategy. It covers all forms of targeted marketing and communications, including public relations, publications, campaigns and one-to-one engagement (See Appendix 7 for key areas of focus).

An annual action plan is created which details current and future planned communications to evoke and inspire behavioural change for waste prevention, reuse, composting and to increase recycling rates. This details various campaigns and initiatives with subject matter and target audiences agreed between authorities e.g. helping 18-24 year olds take action on plastic packaging. To assist with this the demographics of the local population is taken into consideration and Waste Resources Action Plan (WRAP) guidance used to determine how to communicate the message to the particular audience. The waste analysis data and carbon impact work help identify which materials to focus on.

Recycle Devon achievements 2019 – 2020

The campaign work is achieved through multi media PR campaigns, working with specialist companies. Much of the communication is carried out via social media, and the www.recycledevon.org website. Results for 2019/20 are shown below:

- 12.4% increase in visitors to Recycledevon.org (120,000 for the year)

- 8.9% increase in Facebook likes (12,800 for the year)
- 8.5% increase in Twitter followers (2,600 for the year)
- 17,722 Mailing Preference Service registrations to date to prevent junk mail
- 12 events across the county
- 3,700 pledges to Reduce, Reuse or Recycle
- 1,300 face to face interviews held to gain feedback and understanding from residents

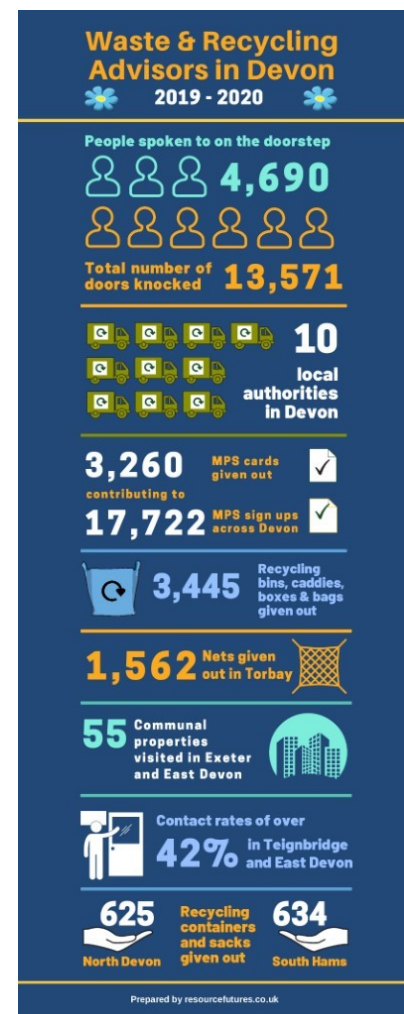
2030 Vision for Waste Communications

Recycle Devon's vision is to become the most trusted source of information and inspiration on waste prevention, reuse, composting and recycling in Devon and beyond.

This will be achieved by the following:

- Nurture a culture of like-minded people, organisations and businesses who are proud to consider waste as a resource.
- Ensure that current and future Recycle Devon communications are accessible by all beyond that of legislative requirements.
- Adapt and accomplish communication needs for unforeseen circumstances such as Covid-19 and cultural changes.
- Eliminate confusion of choosing sustainable products and what can and cannot be recycled in each area.
- Increase one-to-one engagement by continuing the Waste & Recycling Advisor work, holding events and facilitating visits to waste sites
- Raise awareness of and engagement with Recycle Devon digital channels:
 - Increase visitors to Recycledevon.org to 200,000
 - Increase Facebook followers to 20,000
 - Increase Twitter followers 5,000
- Increase recognition of the Recycle Devon brand to 70%
- Expand the Recycle Devon brand to include Reduce, Reuse, Re-purpose and Donate.

It is proposed that the Devon Authorities will to continue to support the Don't let Devon go to waste/Recycle Devon campaign and wider communications work.



7.1.2 Waste and Recycling Advisors contract

The Devon Authorities Strategic Waste Committee have funded the Waste and Recycling Advisors contract since 2017.

The project objectives are to:

- Increase awareness around contamination
- Increased levels of home composting and reduction of food waste
- Increased capture of recyclable and compostable materials (Inc. food waste)
- Increase recycling in poor performing areas
- Decrease residual waste from households

A team of three experienced advisors work in three local authority areas each mainly making face-to-face calls to residents to assist them with waste prevention, recycling and composting activities. .

A plan of work is developed and approved each year taking into account specific local authority needs. This work has proved extremely valuable in raising residents' understanding of their recycling collections as well as improving the authorities' understanding of their residents' needs.

The infographic shows the key achievements for 2019/20. Working in partnership for this kind of work achieves economies of scale and sharing of expertise across all authorities.

It is proposed that this work should be continued, funded by the Devon Authorities Strategic Waste Committee where budgets allow.

7.1.3 Devon and Torbay Schools waste education

Educating children remains an essential part of Devon and Torbay's long-term Resource and Waste Management Strategy. The local authorities recognise that habits and attitudes towards waste are learnt at an early age and in the home. Working with schools not only educates the children but, through school community events, 'take-home' activities and "pester power", we can engage with the wider family.

The current Resource and Waste Education Strategy for Devon Schools was published in 2017 and runs to 2022 and will be reviewed in 2021/22. The strategy seeks to provide valuable support to schools and families to help equip our children for a more sustainable future. See <https://zone.recycledevon.org/our-strategy/>

A significant proportion of the Waste Education Strategy and Action Plan is delivered via a contracted Waste Education Team providing curriculum linked workshops and assemblies in school. There has been significant growth in demand over the past 3 years, particularly with the significant impact of "The Attenborough effect" and a growing awareness of issues such as plastics and Climate Change.

In a typical academic year up to 1,500 adults and more than 12,000 children are engaged in workshops, assemblies, audits, trips and training. In addition to the programme offered in school, the Waste Education Team also provide the following:

“The Zone” Website - <https://zone.recycledevon.org/> provides teachers, parents and youth groups with a wide range of online resources to help teach children how to Reduce, Reuse, Recycle and Compost more of their waste every day.

Visits to Waste Management Facilities – School visits are offered to the Energy Recovery Facilities at Exeter and Plymouth and the Exeter Recycling Centre. These have proven very popular with schools with between 20 - 25 visits been run each year.

The Sustainability Bulletin - A half termly schools sustainability bulletin is published providing information and opportunities relating to school gardening, composting, funding, and a wide range of environmental topics including waste and resources.



Looking forward

It is recognised that under increasing budget constraints, supporting schools to meet the requirements of the National Curriculum is key to encouraging them to integrate the topic of sustainable waste and resource management into their school curriculum. Workshops and resources must be of a high quality and provide schools and their pupils with a wide range of environmental education that goes beyond the traditional ‘3Rs’. A growing number of schools and parents recognise the need to equip their children with the skills and resources to adapt to an uncertain future dealing with the many and varied impacts of Climate Change. Learning to manage our limited resources and minimising waste has a clear role to play in our children’s futures. Of increased importance is learning outdoors and it is vitally important that children connect with the natural world in order to value it and develop the innate need to protect it.

The local authorities will:

- Implement and review the Resource and Waste Strategy and Action Plan for Devon schools
- Support the work of the Devon Climate Emergency Project, helping to create a resilient, net-zero carbon Devon
- Work with partners such as Eco-Schools, the Growing Devon Schools Partnership (GDSP), the Sustainable and Outdoor Learning in Devon group (SOLID) and the Local Nature Partnership (LNP) to ensure we offer a joined up approach to environmental education in Devon.
- Continue to provide curriculum linked workshops and assemblies in school to support pupils and teachers understanding of sustainable resources and waste management.
- Seek funding to increase the number of waste educators available to go into schools, providing workshops and practical support in more schools.
- Provide a wide range of resources through the “The Zone” Website
- Offer visits to Waste Management Facilities
- Update schools via the sustainability bulletin and social media
- Provide training and networking opportunities for teaching staff
- Develop work with youth groups - The Recycle Devon Scouts badge was launched in 2019 and this will be followed in 2020/21 with the launch of a Girl Guiding Recycle Devon badge. Work with the Devon Youth Parliament is also underway and will be developed further in the coming years.
- Work with local universities to measure longer term impact of the education and community engagement work
- Support schools in developing closer links with home & the wider community e.g. by supporting community events
- Work with school Senior Management Teams, staff and their contractors to reduce waste generated in the schools and to encourage reuse and recycling facilities in schools.
- The Waste Collection Authorities in Devon will provide a recycling collections service to schools in Devon and Torbay

7.1.4 Community Engagement

Devon and Torbay have a diverse and vibrant grassroots community sector and the local authorities have a long history of working in partnership and supporting community based projects

In 2016 the Community Action Groups Devon (CAG Devon) Project was established with an aim to provide a more direct form of community engagement within targeted communities and identify new and innovative ways of working to reduce waste, increase reuse, recycling and composting and, in the longer term, reduce demand for waste management services.

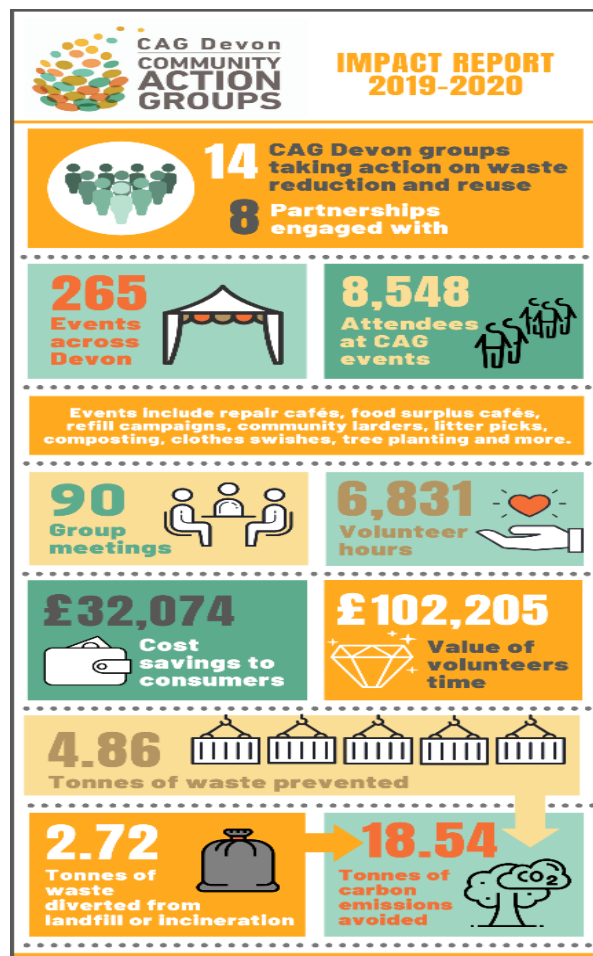


The CAG Devon Project initially only worked in Tiverton and the surrounding area to provide support to community groups, schools and individuals to organise community projects and events. The CAG Devon project enabled groups to achieve more by providing them support with fundraising, insurance, media & publicity, training & skill sharing, seed funding for new groups, monitoring tools, networking, case studies and inspiration. Due to the geographical focus of the early stages of the project, CAG Devon worked extensively with Sustainable Villages (a Transition Town Project) to expand their work into the main town of Tiverton and support new projects such as the ReRooted Food Surplus Café. With the ongoing support of the CAG Devon project, the group has developed a significant number of sub groups and broadened the number of activities that it takes action on including; give or take events, repair cafés, sewing sessions, the Refill Devon initiative, composting workshops, clothes swaps, a regular food surplus café and a community fridge. CAG Devon project has now expanded to cover all of Mid Devon and Teignbridge and is providing support to 14 groups and 7 sub groups.

Monitoring and evaluation

One of the biggest challenges that we face in working with community groups is gathering data and measuring their impact. Many groups are very keen to take action on a local level but are less interested in recording and reporting. For this reason, a key part of the CAG Devon Project is to encourage groups to monitor and measure the impact of their work. An online tool (Resource CIT) helps groups:

- Calculate and visualise the environmental and economic impacts of projects
- Indicate social value of activities through measuring volunteer time and consumer cost savings
- Provide monitoring data and 'return on investment' calculations for reports and funding applications



- Help establish a regular and consistent monitoring and evaluation process for funded projects and activities

The information gathered via Resource CIT for the Devon project has been used to create an Infographic above showing that the project is making good progress working with the local communities of Mid Devon and Teignbridge. The benefits of the CAG Devon project go beyond a reduction in waste and can support communities to become more resilient and self sufficient .

To develop community engagement across Devon and Torbay the local authorities will endeavour to:

- **Expand across Devon:** The CAG Devon project is actively looking for funding to expand to the rest of Devon to support further actions by existing groups and help stimulate new groups to form.
- **Develop a strong and resilient network:** Individuals and groups benefit greatly from feeling part of and support by a network of like-minded people. The CAG Devon Project is developing 'Collaborate Groups' enabling groups to learn more from each other and form stronger community connections across Devon.
- **Measure impact and help to address wider community issues:** It is clear that group activities often identify and address community issues and priorities such as improving community cohesion, resilience, poverty, access to food and improving wellbeing and mental health. The CAG Devon Project will work with groups and partners to find ways to capture the wider benefits of the project.
- **Address the Climate Emergency:** Many of the CAG groups take action on a wide range of environmental issues and are not limited to the issues of waste and resources. They are keen to address Climate Change and find ways to help their communities adapt to an uncertain future. The Waste & Resources team will work with the Climate Emergency Team and Communities Team to ensure a joined up approach and make best use of available resources.

7.2. Specific materials

The focus will be on food waste, plastics, textiles, paper/card and metals due both to their carbon impact and their volume/weight in the residual bin.

7.2.1 Food waste

The Government stated in their 2018 25 year Environment Plan, their aim to “cut by one fifth the greenhouse gas intensity of food and drink consumed in the UK, and also per capita UK food waste by 2025.” This is in line with the EU Circular Economy package goals to be “recycling 65% of municipal waste by 2035” and the UN Sustainable Development Goal 12.3, which sets countries the goal to, “By 2030, halve per capita global food waste at the retail and consumer levels and reduce food losses along production and supply chains, including post-harvest losses”.

The Government Resource and Waste Strategy published in Dec 2018 had a considerable focus on food waste. Its aims after food waste prevention include

more effective food redistribution before it can go to waste and the appointment of a National Food Waste champion, who is in post.

The Devon waste analysis shows that the material of which there is most in the residual bins is food waste (30.1%). In Torbay this figure is 22.1%. For Devon there are 21,500 tonnes collected for anaerobic digestion (AD) and 38,000 tonnes remaining in the residual waste and for Torbay 2943 tonnes collected for AD and 6005 tonnes remaining in the residual. Given the impact that wasting food has in terms of carbon impact (including energy use and transport), land use, household budgeting and local authority costs, the local authorities will continue to target this area. The food and drink hierarchy below indicates that food waste should be prevented but after that eaten by humans or animals.

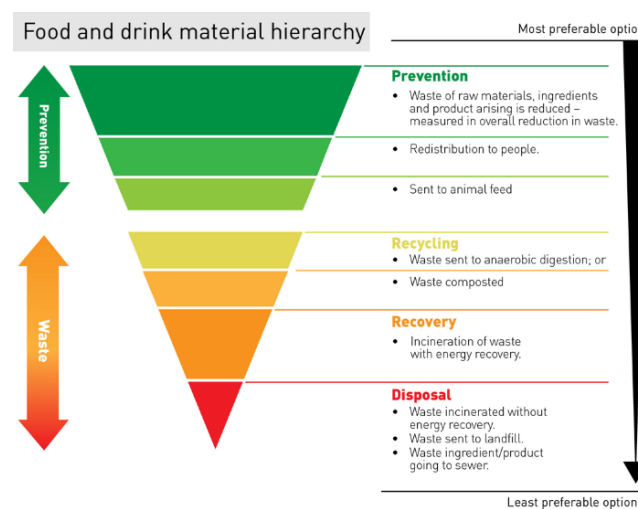


Figure 18: Food and drink hierarchy

The amounts of food wasted down the supply chain are shown in the diagram below.

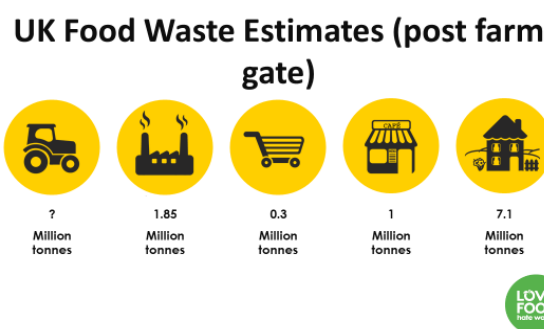


Figure 19: UK Food waste estimates

DCC has been a partner in a European project called Ecowaste4food (2017-2020) (<https://www.interregeurope.eu/ecowaste4food/>) which sought to discover innovative ways of reducing food waste in the supply chain. This has enabled research into a range of innovations both in Devon, the UK and abroad. As a consequence, a number of initiatives were proposed:

- Cooking classes across the county to help people develop cooking skills to enable them to cook food from scratch and also reduce food waste as they cook at home. These took place in Winter of 2019/20
- A proposal to provide 15 Community Fridge/Larders is the subject of a National Lottery (Community Fridges are food storage areas located in a public space. It enables food to be shared within a community, anyone can put food in, and anyone can take food out. The main aim of Community Fridges is to reduce food waste. They can also enable people facing hardship to potentially have access to fresh, nutritious food, but are open to all).
- Promotion of the Olio app (an app which allows people to pick up excess food from restaurants, shops or neighbours)
- Participation in gleaning events (collecting/picking excess produce at farms for onward distribution)

Over the period of the Strategy Devon local authorities will:

- Assist householders to reduce their food waste by 20% by 2025 from a 2015 baseline by;
 - Providing regular and consistent information to householders on how to reduce their food waste
 - Implementing campaigns via Don't let Devon go to waste
 - Working with Community Action Groups
 - Implementing the Community Fridge Project if the funding bid is successful
- Continue to participate in the Courtauld 2025 project (a WRAP/Defra led voluntary agreement for companies and others to reduce food waste in the supply chain) <https://www.wrap.org.uk/content/what-is-courtauld>

7.2.2 Plastics

The public interest in reducing the use of (single use) plastic has exploded in recent years. The local authorities have always encouraged householders to reduce their plastic use e.g. use a reusable bag instead of a single use plastic bag and will continue to do so.

Plastic is a very useful material but making single use plastic items can be a waste of valuable resources, and some plastic, often light and voluminous can end up as litter, polluting our streets, waterways and oceans. In fact 80% of marine litter originates on the land.

The Devon waste analysis shows there are 18,000 tonnes of plastic waste in the residual bins, and 8,400 tonnes were collected for recycling in 2018/19. For Torbay there are 4103 tonnes in the residual bins and 1109 tonnes collected for recycling.

From 2021 all the local authorities will collect plastic bottles, pots, tubs and trays. Plastic film is difficult to process due to contamination issues (with food for example) and lack of suitable markets. The local authorities will keep up to date

with research and technological developments in relation to plastic film and consider their future options if the situation changes.

In order to support the reduction of single use plastic the local authorities will:

- Promote Refill Devon <https://www.recycledevon.org/RefillDevon>
- Promote alternatives to single use plastic where appropriate
- Work with partners e.g. Environment Agency, North Devon Plastic Free, in plastic partnerships
- Implement internal plastic strategies

The Government is proposing to introduce a plastic tax of £200/tonne on plastic packaging manufactured or imported into the UK which contains <30% recycled plastic. This should encourage packaging companies to both reduce their use of plastic and increase their use of recycled plastic, as well as generating UK markets. They are also to increase the plastic bag charge from 5p to 10p and extend the obligation to small retailers.

7.2.3 Textiles

Textiles have a very high carbon impact in their manufacture and as such it is important that their use is reduced, and they are reused and recycled. In Devon, in 2018/19, 2100 tonnes were collected for reuse (and recycling) and around 6500 tonnes remained in the residual bins. For Torbay there are 240 tonnes collected for reuse and recycling and 1685 tonnes in the residual. The fashion industry puts an unstoppable pressure on the public for seasonal buying and cheap “fast” fashion resulting in a continual stream of clothes, often poor quality ones, being thrown away. It is estimated that 30kg/household are thrown away each year of which 15% are recycled or donated.

There are a variety of means by which textiles can be reused and recycled which may add to the confusion as to which method is best. See Table 1 below.

Method	% of donations
Charity	48%
Banks	37%
Door to door	9%
Others	4%
Instore	1%
Kerbside	1%

Table 1 – Percentage of textiles donated in different ways

The end destinations for textiles are approximately; 60% exported (to Ghana, Poland, Pakistan, Ukraine); 31% to charity shops for reuse and 5% waste. The market for textiles fluctuates widely depending on world import policies. This can make contracts difficult and they need to remain flexible.

A hierarchy of options needs to be highlighted to residents to assist them to make the right choice for their clothing.

The local authorities who see the end result will aim to influence consumerism by:

- Implementing awareness campaigns to reduce the consumption of clothes
- Promoting the love your clothes advice on Recycle Devon
<https://www.recycledevon.org/love-your-clothes>
- Supporting/promoting swishing clothes swap events
- Develop a hierarchy of options to help householders choose the best option for their clothing

7.2.4 Paper and card

Paper and card have been recycled by householders for more than 20 years and yet the waste analysis shows that there is still a very large quantity of paper and card in the residual waste (15.5% for Devon and 12.4% for Torbay). This indicates that there is still a significant amount of paper and card in use and confusion over what can be recycled.

The local authorities will

- Continue to promote the Mailing Preference Service to reduce junk mail.
- Advise on alternatives to wrapping paper
- Promote and use electronic alternatives to printed matter

7.2.5 Metal and Waste Electrical and Electronic Equipment (WEEE)

As much as 42% of the metal produced by Devon's householders at the kerbside is recycled with the remaining 4000 tonnes found in the residual waste. For Torbay the figures are 30% and 1032 tonnes. Although the metal in the residual waste is retrieved in the ERF plants for recycling it is an inefficient use of the processing capacity. The carbon impact of producing and using metals is second only to textiles and recycling metal is very efficient in offsetting carbon.

There is a significant amount of metal in electrical waste is one of the fastest growing waste streams in the world . Research has identified that:

- A total of 1.65 million tonnes of electricals are sold in the UK every year
- Of that 206,000 tonnes are new electricals, not replacing old items
- We are producing 1.45 million tonnes of electrical waste every year in the UK alone
- At least 500,000 tonnes of waste electricals were lost through being thrown away, hoarded, stolen, or illegally exported

It is also estimated that UK householders are hoarding 527 million small electrical items, the equivalent of nearly 20 items per household. The research also found that 2.8 million tonnes of CO2 emission could be saved, equivalent to taking 1.3 million cars off the road if all our old small electricals that are being thrown away

or hoarded were recycled.

Companies are progressing repair options, e.g. Apple are offering an out of warranty repair programme for iPhones which might encourage consumers not to buy new.

It is therefore important that the authorities encourage householders to reduce their demand for metal and electronic items by only buying what they need, buying durable items and having items repaired where possible.

Batteries are associated with many electrical items and they have a significant impact on the environment so the local authorities will encourage recharging options and safe disposal.

7.3 Waste Prevention Summary

To ensure an incremental decrease in waste arisings, the local authorities will continue to:

- Implement the Waste Prevention and Reuse Strategy and regularly update the Action Plan
- Aim to maintain waste growth per household at zero or below.
- Work together with the community sector, householders, business and industry to strive towards producing the minimum amount of waste with a regular review of the reduction in waste growth target.
- Work together to initiate, promote and support high profile waste minimisation behavioural change and education campaigns and work in partnership with other organisations, agencies, businesses and the community sector to achieve a lasting reduction in household waste.
- Implement the Resource and Waste Education Strategy for Devon schools
- Work with CAG Devon to encourage communities to reduce, reuse, recycle
- Ensure the Waste Collection Services, Household Waste Recycling Centres Strategy and Organic Waste Strategy complement the Waste Prevention and Reuse Strategy
- Work with partners to encourage, promote and support the re-use of goods, items and materials.

The Don't let Devon go to waste campaign work will remain flexible to customer demands but will aim to focus on:

- Providing advice and information on waste prevention
- Advising on ways to reduce food waste
- Reducing consumer demand for textiles
- Discouraging the use of single use plastic
- Offering advice on how to sign up to the Mailing Preference Service
- Encourage residents to reduce their demand for metal and electronic products
- Promoting home composting
- Encouraging reuse

In addition, the Devon Authorities intend to continue to encourage householders to reduce their waste by:

- Offering a fortnightly or less frequent collection of residual waste across the county (Government policy allowing)
- Offering smaller/optimum sized bins for residual waste
- Not allowing side waste (extra waste next to standard bin) for those with wheeled bins
- Charging for garden waste (Government policy allowing)

Behavioural change and waste prevention in particular is difficult to measure. However, the infographics above show that there are non traditional methods of measurement such as volunteer hours and website/social media statistics that could be used to indicate progress. Nevertheless, the former BVPI84a (kg of waste collected per person) is a useful measure and this will continue to be used as a target. The waste arising targets will be as follows:

	BVPI84a (kg of waste collected per head) Devon	BVPI84a (kg of waste collected per head) Torbay	BVPI84a (kg of waste collected per head) Devon and Torbay
	Actual	Actual	Target
2013/14	481.5	432.7	465
2014/15	485.9	424.7	460
2015/16	461.4	450	455
2016/17	464	446.3	455 adjusted in WP&RS 2017
2017/18	449.7	446.5	452
2018/19	448.9	431.4	449
2019/20	442.9	433.4	446
↓			...
2029/30			416

Table 2 – Waste arising/collected per head in Devon – actual and targets

The average district BVPI84a is 349kg/head excluding Exeter and varying from East Devon's 307kg/head to North Devon's 389kg/head. South Hams, North Devon, Teignbridge and Torridge are all above the average. The local authorities will continue to compare and contrast their services with best practice examples from within the county and further afield to lower the average amount of waste collected.

8. Reuse

Reusing an item rather than throwing it away can prolong its useful life, reduce the need for finite valuable resources and offer employment opportunities in repair and maintenance. It is a critical part of the circular economy and can lead to a reduction in carbon impact. There are many examples of reuse practice in the community, for example:

- eBay
- Freecycle
- Recyclethis
- Car boot sales
- Second hand and repair shops
- Charity shops
- Furniture reuse shops
- Antique shops
- Give and take and swishing (clothes swaps) events
- Repair cafes

Reuse has gained a higher profile since the review of the Strategy in 2013 and the local authorities in Devon and Torbay have encouraged, promoted and supported the reuse of goods, items and materials, and will continue to do so, by:

- Enhancing the opportunity for reuse at Household Waste Recycling Centres (HWRCs)
- Channelling Bulky Household Waste through HWRCs and/or Social Enterprises
- Providing website suggestions and advice
- Promoting reusable nappies
- Signposting residents to hire, repair, loan and reuse opportunities via a reuse directory online
- Holding and/or supporting reuse and repair workshops
- Loaning give and take or swishing kits to community groups
- Supporting repair cafes
- Specifying an element of reuse in textile, WEEE and HWRC contracts
- Holding events such as The Big Fix, Reuse Week and Upcycling Day

Barriers to greater participation in reuse include:

- Perceptions of low quality or being only suitable for those who cannot afford to buy new, sometimes perpetuated by the “look” of reuse shops
- High rents for shops, prohibitive collection costs and high overheads
- White goods going back to retailers under the producer responsibility regulations which reduces their availability to reuse groups



Nevertheless, in difficult times reuse entrepreneurial activities come into their own.

The County Council employs a Reuse Project Officer. This allows a greater number of initiatives to be achieved in the field of reuse. The officer will continue to maximise opportunities for community engagement with reuse and repair activities within each district.

In 2019/20 the Devon Authorities facilitated the reuse of 677 tonnes of waste in the community sector and 1045 tonnes of waste was reused at the HWRCs. Many reuse events are being held across Devon each year but measuring their success can be difficult. However, at The Big Fix 2019 event a number of measurements were recorded. 268 items were repaired in one day with a 73% fix rate. The event involved 6 Repair Cafes and 40 menders. The equivalent of 6,419 kg CO₂ savings were made.

In the next 10 years, the authorities will aim to increase the tonnage of reuse from 0.5% to 5% by the following means:

Promote

- Promote reuse of high carbon impact materials; i.e. textiles, metals, WEEE, wood, plastic
- Promote WEEE reuse through the HWRC contract
- Promote Refill Devon

Communicate

- Support and promote the opportunity, value and benefit of the reuse sector via Recycle Devon campaigns, website Reuse IT pages, and social media
- Consider appropriate target audiences e.g. Over 55s, 25-55 with families, 18-24s, early adapters
- Hold The Big Fix, upcycling and reuse days, attend roadshows and WIs for example

Support

- Continue to support the Community Sector's delivery of reuse / repair events and initiatives such as Give & Take events, Clothes Swaps and Repair Cafés
- Support the establishment of facilities to enable goods and materials to be reused repaired and exchanged

Collaborate

- Develop/facilitate partnerships that encourage and enable increased reuse/repair activity in local areas such as working with housing associations, community, voluntary and charity sectors and training providers

- Promote cross working of local authority departments to optimise reuse e.g. procurement, social care, bulky household waste collections
- Enable peer to peer learning – e.g. older people teaching younger people, to pass on skills, highlight the social benefits of such activities and bridge the generation divide.
- Encourage skills shares which are community led to pass on skills and provide the social benefits associated with such activities. This would bring together organisations such as men’s shed, repair cafes and library of things and particularly target the younger generation.
- Investigate the potential for Community hubs to provide a space for groups to carry out all these activities e.g. an old shop, potentially run by a coordinator to link the organisations, bring in groups and people, promote, and create resources.
- “Community teams” to work with the hard to reach parts of the population to help educate and inform them on all matters of waste.

Improve

- Increase Bulky Household Waste (BHW) reuse through the BHW Project and implement a hierarchy of reuse when advising the public through Customer Service Centres and websites
- Increase reuse at Devon’s HWRCs by
 - PAT testing a range of electrical goods and offering them for sale
 - Installing Donation stations/drop off points
 - Increasing the contract % reuse target
 - Working with the contractor to improve the quantity/quality of reuse
 - Assisting contractor’s staff to recognise sellable goods
 - Provide larger shops
 - Increase WEEE sales at all shops
 - Allow items to be taken away for repair and onward sale
 - Consider Online sales
- Torbay will consider ways in which reuse can be promoted and established at its HWRC.

Explore

- Explore the reuse theme cross cutting opportunities e.g. Schools/communities to have school uniform swapping service/day potentially run by a community organisation, supported by the local authorities, involving repair of items before they can be passed on; reuse potential in gardens by building compost bins from waste wood pallets.

Research

- Carry out market research on capacity/value of central and satellite re-use centres
- Research opportunities for textile reuse – clothing banks, pop up shops, clothing collective to pass on skills, repurpose items and provide employment and volunteer opportunities

9. Recycling

9.1 Waste Collection and Unitary Authority collections

The recycling rate for Devon in 2019/20 was 56.6%. It has recently increased after approximately 6 years at 55%. In Torbay a recycling rate of 40.2% was recorded for 2019/20. The recycling rate is affected by light-weighting of packaging, changes to Waste Collection Authorities (WCA) and Unitary Authority (UA) collections, householder education and information, technology, costs and seasonality of garden waste, to name but a few.

Super aligned collection services

Given the progress on the aligned option, with Exeter and South Hams proposing to achieve this in 2021/22 the Devon Authorities have agreed to the aspiration of further aligning on policies such as side waste, collection frequency, and bin sizes. Proposals are as follows:

- A 3 or 4 weekly frequency of residual waste collections (depending on evolving government policy)
- Optimise size of residual bin
- No side waste to be allowed where wheeled bins are in place
- Consistent collections – in addition to the 6 materials proposed by the Government from 2023 (paper, card, food, metal, glass, plastic) which will be achieved in Devon by 2021/22 the Devon authorities will seek to provide recycling collections of a greater range of materials. Foil and aerosols are already collected by all, and others, subject to costs and capacity will be considered.
- Provide clear, consistent and regular information to householders e.g. “Tops on” bottles; food waste liners; biodegradable/compostable packaging; acceptable paper.
- Continue to expand face to face advice to householders on how to improve their recycling habits and recommend how to reduce and reuse.
- Continually look at ways to improve and rationalise collection services including joint procurement
- Seek to improve the quality of recycle (particularly textiles) through messaging residents regarding presentation and modifying kerbside operations
- Research opportunities for duvet and pillow reuse/recycling
- Lobby for and increase local reprocessing capacity (which may be stimulated by the implementation of the EPR) including working with the Local Enterprise Partnership
- Seek to increase yields and decrease contamination
- All to have A-Z on websites???
- Ensure collection service regimes reduce the possibility of litter e.g. lids on recycling boxes and vehicles and contractors’ vehicles are sheeted effectively
- Work with industry partners such as Alupro to increase material recycling

- Work with Exeter University Exemplar Project researching options for dealing with plastics in the Devon and Cornwall peninsula.
- Explore routes to be directly involved in secondary commodity circular or closed loop approaches for plastics following Exeter's best practice:
 - Rigid bulky plastics: Ocean Recovery Project (Partnership of ECC & Keep Britain Tidy, supported by South West Water) includes bins, luggage, agricultural posts, stages, boards
 - Rigid bulky plastics and fishing nets: Odyssey Innovations (Partnership of ECC & Odyssey Innovations supported by Seafish and Morrisons): Kayaks (world's only 100% recycled marine kayak) other sporting goods, bins, fishing fleet containers
 - Carrier bags and other plastic films: J&A Young (Leicester) closed loop producing refuse sacks used again and again.
- Find a common regional approach to handling all Devon local authority plastics sales that minimises contractor involvement (financially), maximises income amongst authorities and finds UK based innovative solutions for product development.
- Work with new partners to turn pots, tubs and trays into UK based closed loop industrial products starting here in the South West.

Government Policy Drivers

The main recycling target to be met is the EU Circular Economy Package target of 65% by 2035 (and 60% by 2030). This includes household like waste – i.e. Local Authority Collected Waste and commercial waste. Legally, this is for the UK to achieve, not for individual authorities.

The Extended Producer Responsibility (EPR) and the Deposit Return Scheme (DRS) legislation will have a significant impact on plastic, metal and glass beverage container recycling. Overall, the aim of the legislation is to increase recycling.

EPR is an environmental policy approach through which a producer's responsibility for a product is extended to the post-use stage. This incentivises producers to design their products to make it easier for them to be re-used, dismantled and/ or recycled at end of life. The Government considers EPR to be a crucial tool in moving waste up the hierarchy and stimulating growth in the secondary materials markets. There are currently UK-wide producer responsibility schemes in place for:

- Packaging waste;
- End-of-life vehicles (ELVs);
- Batteries and accumulators;
- Waste Electrical and Electronic Equipment (WEEE)

The Government is reviewing and consulting on EPR and product standards for five new waste streams by 2025, two of which are planned to be completed by the end of 2022.

These are:

- Textiles (including all clothing, as well as other household and commercial textiles, such as bedlinens);
- Bulky waste (including mattresses, furniture, and carpets);
- Certain materials in the construction and demolition sector;
- Vehicle tyres (including tyres from cars, motorcycles, commercial and goods vehicles, and heavy machinery); and
- Fishing gear.

The EPR extends the range of materials for which producers are to be responsible for funding full net costs of treatment.

The DRS will introduce a deposit charge for all beverage containers which will be refunded when the container is returned. This will be achieved by district recycling but also via Reverse Vending Machines and at retailers. The Scottish Government estimates that the scheme will result in 6% less packaging in the residual waste and a 10% reduction in the district recycling collection tonnage.

This combined impact of the EPR and DRS could potentially reduce Devon’s recycling rate by 0.7%. The EPR should though result in more recycling overall with the net costs (of recycling, residual waste and litter) paid for by the packaging industry. However, it is impossible to tell at present how this will impact on district recycling rates. Further consultation by the Government will be held in 2021.

Nevertheless, the following targets are proposed:

Year	Recycling rate target
2019/20	56.6% (actual)
2020/21	57%
2025/26	60%
2030/31	63%
2035/36	65%

Table 3 – Recycling targets

For Devon to reach the 2035 65% target for municipal waste (including business waste) an extra 38,000 or so tonnes more recycling will be required at 0% growth. 204,000 tonnes are currently recycled. For Torbay an extra 17,000 tonnes would be required with 27,000 tonnes currently recycled.

9.2 Household Waste Recycling Centres (HWRCs)

The recycling rate includes both districts’ collected waste and the HWRC waste. The county council manages 19 HWRC sites via contractor Suez, with one site provided and managed by Devon Waste Management. The average recycling rate at these sites is 74% which rises to 86% when including recovery. A full range of items are recycled and some put aside for reuse in the on site shops. The contract has performance targets and a shared profit/loss scheme. Carpets and mattresses

are not currently recycled due to technological, scale and cost issues, but this may be possible in the future.

There is a separate Devon County Council HWRC strategy, the vision for which is to provide a network of modern, safe, attractive sites which are convenient to use and designed to maximise the recycling and recovery of the material brought in.

Previous improvement strategies have seen several new HWRCs being developed, including the award-winning Ivybridge and Pinhoe (Exeter) facilities and others at Sidmouth and Bideford.

However, there are still several older HWRC sites across Devon that are no longer fit for purpose and not suited to modern demands, leading to health and safety concerns and increasingly higher levels of customer dissatisfaction. The main factors being: -

- Sites having to temporarily close (either in whole or part) to allow the accumulated waste to be safely loaded and transported off site, leading to long and inconvenient delays for the Public.
- Vehicles regularly queuing (particularly in a dangerous manner on the Public Highway) to access sites either during peak times or when a container is being replaced.
- Small sites leading to restricted layouts, which makes recycling inconvenient (and/or limits the amount of materials that can be recycled).
- Access issues – particularly Health & Safety (H&S) concerns with sites in which steps have to be climbed to deposit waste into containers by an ageing and/or vulnerable public
- Pedestrian conflict with vehicles leading to H&S concerns.
- Increased public demand, due to population and housing growth; leading to significant site congestion especially at peak times.

To address these issues a programme of site replacements is proposed which will take 10-20 years to deliver. This programme will be subject to the necessary funding being in place. All new sites would need to be 'split-level' in which the public deposit waste from a higher level into containers placed in a dedicated lower level service yard. This enables waste to be removed from sites without having to close the facility temporarily; significantly improves safety; eliminates the need for the public to climb steps and makes recycling far easier/more convenient/more accessible for the public.

New sites are proposed for the following areas but they will be subject to funding being available:

- Tiverton/Cullompton/Willand
- Tavistock
- Honiton
- Kingsbridge/Totnes/Dartmouth
- Newton Abbot
- Barnstaple

In addition, in order to improve recycling and reuse rates at HWRCs the county council will:

- Regularly review its policies including new materials that could potentially be recycled
- Improve the reuse facilities and offers including re-use of Waste Electrical and Electronic Equipment (WEEE).



Figure 20: Household Waste Recycling Centres in Devon and Torbay

19 of the 20 sites have reuse shops on site. Improvements to increase reuse at HWRCs are covered under Reuse (page 37).

Torbay has one HWRC, in Paignton. The recycling rate for the site in 2019/20 was 69.4%. Torbay Council will continue to explore ways to increase the amount of waste brought to the site, that is recycled or reused.

In response to the Covid 19 pandemic, a booking system has been introduced at the site, allowing greater control of who visits the site and the waste that they bring. This has helped to reduce congestion at the site, making the household collection service (which also uses the same site for waste transfer) more resilient.

To align with the DCC sites, charges for non-household items including asbestos and some types of DIY waste will be introduced during 2020 and HWRC policy will be refreshed to compliment any service changes that are made to the kerbside collections of recycling and residual waste.

10. Organic waste

Organic waste comprises garden waste, food waste and leaf sweepings. The figure below shows where/how the organic waste in Devon was treated in 2019/20.

- Separately collected food waste went to Anaerobic Digestion (20%)
- Separately collected garden waste from HWRCs and kerbside collections went to open windrow composting (44%)
- Mixed garden and food waste went to In Vessel Composting (28%)
- Leaf sweepings were composted (7%)
- Community composting was composted on site (1%)

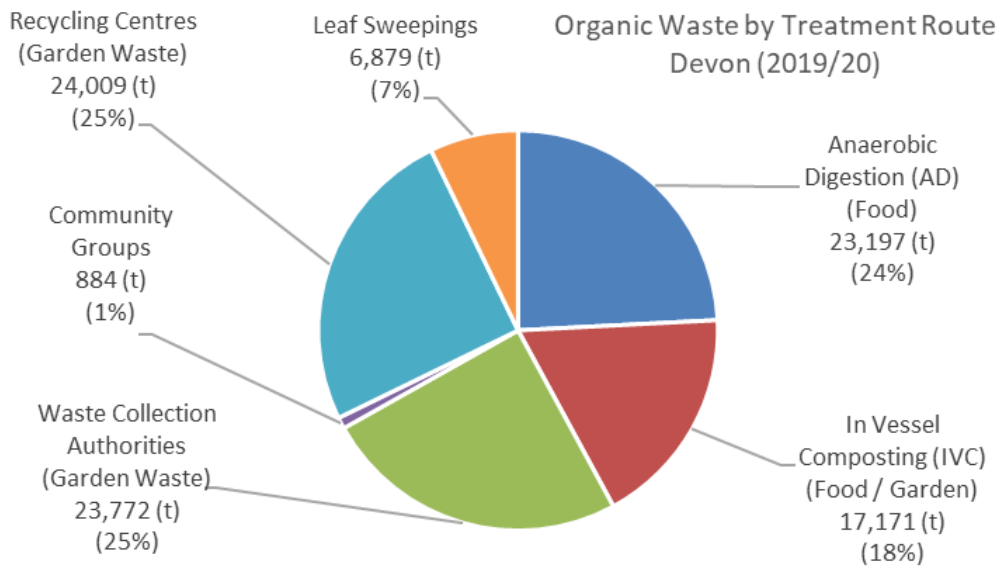


Figure 21a: Organic waste treatment for Devon

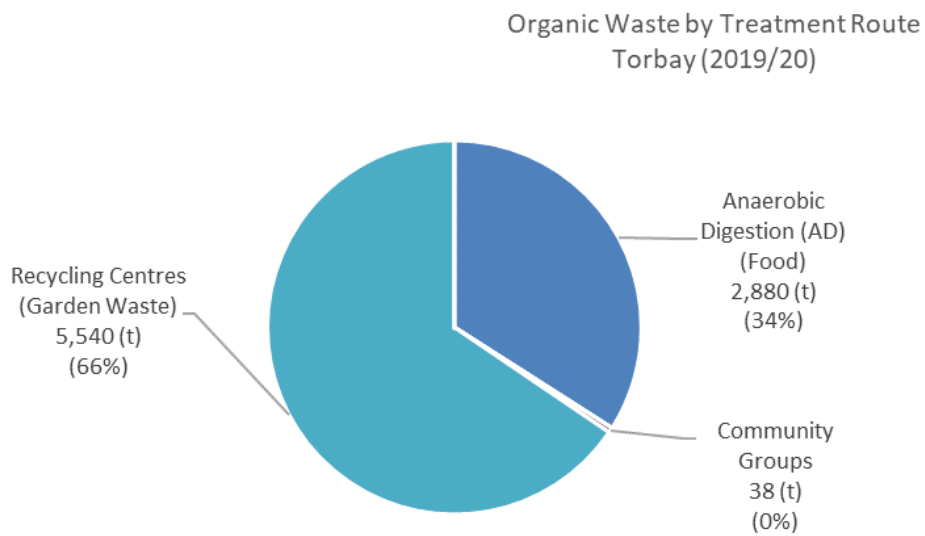


Figure 21b: Organic waste treatment for Torbay

10.1 Food waste

Once as much food waste as possible has been prevented or redistributed the remainder will be collected for Anaerobic Digestion.

From 2022 all districts will collect food waste separately and weekly for processing at Anaerobic Digestion (AD) plants. The County Council has two contracts for food waste, one with Andigestion at Holsworthy, Cannington and Langage and one with Willand Biogas. . For food waste generated in Torbay there is a contract with Andigestion at Holsworthy.

Anaerobic Digestion (AD) is the process by which organic matter such as food waste is broken down to produce biogas and biofertiliser. This process happens in the absence of oxygen in a sealed tank called an anaerobic digester.

AD is recognised as the best method for treating food waste. The biogas naturally created in the sealed tanks can be directed to the gas grid or used as a fuel in a CHP (combined heat and power) unit to generate renewable energy i.e. electricity and heat. What’s left from the process is a nutrient rich biofertiliser which is pasteurised to kill any pathogens and then stored in large covered tanks ready to be applied on farmland in place of fossil fuel derived fertilisers. Every tonne of food waste recycled by anaerobic digestion as an alternative to landfill prevents between 0.5 and 1.0 tonne of CO₂ entering the atmosphere, one of the many benefits of anaerobic digestion. The process and output meet the Publically Available Specification (PAS) 110.

Notwithstanding the aim to prevent as much food waste as possible, it is important that as much unavoidable food waste as possible is collected in the food waste collections, rather than it being put in the residual bin for energy recovery. Collection quantities in each district range from 1.25kg/hh/wk to 1.87kg/hh/wk. See Table 4 below. If Exeter and South Hams can yield 1.5kg/hh/week (the average of the 2 weekly residual authorities below) an additional 8-9000 tonnes could be collected, potentially increasing the recycling rate by 2 percentage points.

Authority	Kg/hh/wk
East Devon	1.87
Mid Devon	1.60
North Devon	1.25
Teignbridge	1.80
Torrige	1.59
West Devon	1.38
Torbay	0.82

Table 4: Yields of food waste in Devon and Torbay (2019/20)

There are a number of barriers to maximising the yields which need to be addressed, as follows:

- People’s aversion to collect food waste separately due to the “yuk” factor
- A lack of understanding at what can be put in the food waste bin
- The issue of liners – whether to provide them, and what type to recommend

The local authorities are working to rationalise the advice on liners to say “any bag”. This will enable people to reuse plastic bread bags for example and also enables them to not have to buy bags especially. “No food waste” stickers have been provided in a number of districts to put on the residual bins to remind householders to use their food waste collection caddies. The authorities will continue to work with householders to maximise the correct use of food waste caddies after waste prevention.

10.2 Garden waste

Garden waste is collected by all districts separately from other materials, except for South Hams where until 2021 the garden waste is collected mixed with food waste. Torbay offers an ad-hoc separate collection of garden waste with an opt-in chargeable, scheduled garden waste collection proposed as a future service improvement. All districts charge for the service except for South Hams. The garden waste is composted in open windrows and used by local farmers.

The districts will continue to charge unless and until they are required to offer free collections due to the introduction of legislation. The Government is still considering this.

Garden waste is also collected at Household Waste Recycling Centres in Devon and Torbay and treated in open windrows as above.

10.3 Home composting

Home composting is promoted by all the Devon and Torbay authorities. This is the most sustainable way of dealing with organic waste because the waste does not have to travel anywhere and provides a useful soil conditioner for the householder. It means that the districts and Torbay do not have to collect the waste and the Devon and Torbay do not have to treat the waste. Home composting is not possible at all properties but encouragement is given to those with gardens to buy a subsidised bin under the following scheme:

<https://getcomposting.com/>

10.4 Community composting

Devon County Council and Torbay Council pay discretionary recycling credits to community groups who compost locally collected garden waste. Credits are paid in line with the contracts for dealing with garden waste. Community composting is undertaken by local groups of residents whereby volunteers receive garden waste from local residents, compost it on a local site and make it available to those who want it. It is a valuable initiative but can be difficult to set up given the permitting requirements of the Environment Agency in some circumstances and also planning requirements of the County Council and Torbay Council.

11.0 Residual waste

11.1 Energy Recovery

The majority of Devon and Torbay's residual waste goes to Energy Recovery Facilities (ERF) in Exeter, Plymouth, Avonmouth and Cornwall. No kerbside collected residual waste goes to landfill unless the plants are on maintenance shut downs. The waste that does continue to be sent to landfill is from HWRCs in the east of the county and includes items which are not accepted at the ERF plants.

The Exeter plant processes around 60,000 tonnes of waste per annum from Exeter and the surrounding area and generates electricity for around 5000 homes.

The Plymouth plant has a capacity of 245,000 tonnes of which 180,000 tonnes are allocated for Torbay, Plymouth, West Devon, South Hams and Teignbridge with the remaining capacity for commercial waste. It produces 26MW of electricity, 23MW net and 18MW for export when running as a Combined Heat and Power plant. This gives it an efficiency rating of 48.4% - one of the best plants in the country. The heat and electricity are exported to HM Naval Base, Devonport.

40,000 tonnes of residual waste from North Devon and Torridge is contracted to Suez for treatment in their Avonmouth or Cornwall Plants.

The contracts for the ERFs are 30 years from 2014 (Exeter) and 25 years from 2015 (Plymouth) respectively. Hence for the period of this strategy these contracts will continue. Given the lead in time for large waste management facilities, towards the end of the strategy period consideration will need to be given as to what to do with the residual waste from 2040. Technologies will have moved on by then and there will be less residual waste to deal with so these factors will influence future choices.

11.2 New Technology

Over the coming years with the advent of Climate Emergencies being declared, there is likely to be an escalation of break throughs in research looking at different ways to deal with waste. For example, the production of hydrogen fuel from non recyclable plastic. The local authorities will consider opportunities which may arise for more sustainable use of once "waste" materials.



Figure 22: Locations of residual waste facilities in Devon



Figure 23: Exeter Energy Recovery Facility



Figure 24: Plymouth Energy Recovery Facility

11.3 Landfill (active)

Small quantities of waste unsuitable for ERF are currently landfilled at sites in Torridge and Teignbridge. In addition, residual waste that is normally treated at the Exeter ERF is currently sent to landfill when the plant is down for maintenance. These landfill sites are managed by private companies, Devon

Waste Management Ltd, and Viridor respectively. They are both likely to be closing within the period covered by this strategy and hence there may be a need to send waste out of county for landfill unless further void capacity is developed within Devon.

11.4 Landfill (redundant)

Devon has an historic legacy of sending residual waste to landfill and has some degree of responsibility for 58 closed sites across the county. A small number of these are still permitted and are regulated by the Environment Agency. Environmental monitoring and maintenance are undertaken at a number of sites to minimise their impact on the local environment. Most of the closed sites have been restored to agricultural, amenity or wildlife habitats. Torbay's Claylands Cross landfill site is currently being redeveloped into commercial units. Torbay also has another 4 redundant sites that are regularly monitored.

12. Commercial waste services

The Government wants to increase the amount of household like material collected from businesses and other organisations in the municipal waste sector so that the UK can increase recycling of waste overall and achieve the challenging target to recycle 65% of municipal waste by 2035. They estimate that the commercial sector recycling rates are between 34 and 40%. This is relatively low, and so as part of the consultations on their Resource and Waste Management Strategy for England they proposed to require businesses and other organisations to segregate dry recyclable waste and food waste from other waste so that it can be collected for recycling. This was strongly supported so they have put forward duties for separate collection of recyclable waste from households, non-domestic premises and commercial and industrial premises in the Environment Bill. They will give further consideration to measures to reduce the costs of collection for small and micro firms, taking into account comments and evidence provided from the consultation.

Across Devon commercial waste services are offered by North Devon, South Hams, Mid Devon, Exeter and Torbay. Approximately 13,000 tonnes of commercial waste are collected per annum by these authorities. Commercial waste tonnage information is difficult to come by but on a pro rata basis using government figures it is estimated that there whereas there are 413,000 tonnes of household waste in Devon and Torbay there would be approximately 560,000 tonnes of commercial waste of which 186,000 tonnes would be household like waste, most of which is dealt with by private waste disposal companies.

Local authorities that run commercial waste services will work to develop the commercial waste and recycling customer base. As above, the government strategy also places emphasis on consistency of commercial waste collections and is expected to introduce a range of materials that businesses should have access to recycling services for. The same financial and legal incentives to manage waste further up the hierarchy exists for commercial waste, although to make recycling services more desirable to commercial customers, it is essential to share some of the savings with the customer.

Waste Collection Authorities ultimately take responsibility for the collection of commercial waste from businesses which are unable to find any other collection contractor. All authorities will review commercial waste collection charges in these circumstances to ensure that the true cost of collection and disposal is recovered from the charges made.

Torbay Council will also consider the range of materials that are accepted for recycling from commercial customers at the Tor Park Road site, with a view to reducing the commercial waste disposal cost as far as possible and diverting as much commercial waste as possible for recycling, without creating a burden at the weighbridge.

Investment in and development of technology for commercial waste and recycling services will provide local authorities with more intelligent data to inform service developments and to help manage customer expectations.

Across Devon, where there is a strong tourism sector, local authorities will work to identify properties used as self-catering holiday accommodation and ensure that they are using a private waste contractor for their commercial waste and that charges are made where local authority collections are used by these businesses.

There will be further Government consultations to determine the extent that businesses will have to recycle and the role that local authorities might play.

13. Litter and fly tipping

Litter

The Government's Litter Strategy for England <https://www.gov.uk/government/publications/litter-strategy-for-england> sets out their aim to clean up the country and deliver a substantial reduction in litter and littering within a generation. The Litter Strategy brings together communities, businesses, charities and schools to bring about real change by focusing on three key themes: education and awareness; improving enforcement; and better cleaning and access to bins. The Resources and Waste Strategy includes measures that will help to change attitudes about resources and help to reduce litter along the way. Such measures include ensuring producers pay the full costs for disposal or recycling of packaging they place on the market, by extending producer responsibility – including items that can be harder or costly to recycle. Another measure is a deposit return scheme to increase the recycling of single-use drinks containers.

There is a comprehensive range of legislative measures in place to combat litter and littering in England. Section 87 of the Environmental Protection Act 1990, as amended, makes it a criminal offence to “throw down, drop or otherwise deposit any item, and leave it”. The offence applies to all land in England that is open to the air, including private land and land covered by water. The key measures are listed at Appendix 6.

It is estimated that waste collection authorities in Devon spend more than £7million per year on street cleansing activities and £2million is spent in Torbay.

In the face of unprecedented levels of litter being deposited during the Covid pandemic the councils can also use the Anti-social Behaviour, Crime and Policing Act 2014 which provides local agencies (councils, local police forces and registered social housing providers) with a range of flexible powers to tackle various anti-social and nuisance behaviours. For example, Community Protection Notices (CPN) may be used to deal with particular, ongoing problems or nuisances which negatively affect the community's quality of life, by targeting those responsible. Also, Public Space Protection Orders (PSPOs) provide similar protection from nuisances in public spaces by imposing conditions on the use of that area. For example, a PSPO may be used to require dog owners to pick up their dog's faeces.

Fly Tipping

Fly-tipping is the illegal dumping of waste. It can be liquid or solid in nature and can vary in scale significantly from a single bin bag of waste to large quantities of waste dumped from trucks. Fly-tipping differs from littering in that it invariably involves the removal of waste from premises where it was produced with the deliberate aim of disposing of it unlawfully, or as a result of legitimate outlets not being available.

Local Authorities are responsible for clearing the waste from Public land only. The Local Authority may investigate incidents on private land but they have no obligation to clear the waste from private land.

The Environment Agency investigates major illegal fly-tipping incidents if they occur on public or private land. These include:

- BIG: Large illegal waste sites (greater than 20 tonnes)
- BAD: Evidence of organised tipping or criminal business practice
- NASTY: Drummed hazardous waste

The Environment Agency only clears up waste where there is an immediate risk to the environment and human health. They are not funded to clean up all illegally dumped waste on private or public land.

Across Devon and Torbay the number of fly tipping incidents is approximately 5300 a year.

The Devon authorities are acutely aware of the negative impact of litter and fly tipping on citizens, businesses, tourism and agriculture. Each council has their own responsibility under the law for dealing with litter and fly tipping, however, in the last year the benefits of having an umbrella group (the Clean Devon Partnership) collaborating to combat litter and fly tipping has been realised. There are 15 partners in addition to all the councils and these range from the Police, to the National Parks to the Federation of Small Businesses. See <https://cleandevon.org/>

Clean Devon Partnership

Clean Devon is a partnership of organisations working together to tackle litter and fly tipping across Devon. The group will share expertise and intelligence and work with local and national businesses, local and parish councils and the Devon public to reduce litter and fly tipping.

Litter and fly tipping are putting a major and growing financial burden on society. This environmental vandalism blights communities and has serious public health consequences. With the key roles that the world class environment, agriculture and tourism play in Devon and Torbay's prosperous economies it is critical that litter and fly tipping which impact seriously on these areas are tackled with an innovative, enterprising and collaborative approach.

The purpose of Clean Devon is as follows: To significantly improve our environment for wildlife, residents, businesses and visitors through a coordinated partnership to prevent, detect and deter fly tipping and litter in Devon, leading to a reduction in costs, crime, and environmental, social and economic impacts.

Objectives:

- 1) To establish a baseline position to identify and map sources of waste and litter using smart technology and digital techniques including social media
- 2) To collate and share intelligence and information
- 3) To collaborate to align and improve protocols and procedures including to develop a standard reporting method
- 4) To develop a plan to carry out a clean-up of fly tipping or litter hotspots across the county by partner agencies including the development of better ways of working and a more coordinated multi agency approach
- 5) To lead a high profile, multi-faceted series of public awareness raising campaigns
- 6) To engage with businesses
- 7) Effective enforcement and monitoring by Clean Devon partners
- 8) To lobby relevant parties to further the reach and impact of Clean Devon

In 2020 a logo has been designed, a website launched <https://cleandevon.org/> and a Duty of Care campaign implemented. A Strategy and Business Plan are also being developed. The Devon Authorities Strategic Waste Committee has contributed funds to the partnership since 2018/19 and will continue to do so, as the budget allows, in addition to their individual streetscene budgets and disposal costs. However, in order to achieve the aims and objectives in a timely manner the Partnership needs further resources which is being addressed, in the meantime the partners will contribute in kind.



The Devon Authorities will continue to support the Clean Devon Partnership which will assist them in achieving their own responsibilities as "duty bodies".

14. Transport and proximity

The Committee on Climate Change (CCC) considers the impact of transport separately from waste treatment. The Greenhouse Gas (GHG) contribution of road transport is 23%. There are many exciting initiatives developing to reduce GHG emissions from transport including low-carbon hydrogen and battery electric technologies for HGVs, renewable biomethane sourced from manure and a gas clean-up system which transforms landfill gas into transport fuels in a process which also allows for successful capture of CO₂.

The district authorities and Torbay currently use vehicles with Euro 6 engines. Electric Refuse Collection Vehicles and kerbsiders are not yet economically viable but the authorities will consider the low carbon options on the market when their vehicle fleets need replacing. This is dependent on technologies being developed by vehicle manufacturers. It will also be incumbent on all to ensure that when services are procured from external contractors that their vehicle choices take into consideration low carbon options.

Dry recyclables from Devon are sent to other parts of the UK for recycling. For example:

- metals go to Cardiff/Cheshire
- paper and card go to Kent/Norfolk,
- plastic goes to Wales, Yorkshire, Lincolnshire, (and very occasionally to Turkey),
- glass, cartons and batteries go to Yorkshire

All materials recycling is carried out through tendered contracts hence the distances are a consequence of a global/UK market and no local reprocessing facilities in Devon. If reprocessors could be attracted to the South West transport costs and carbon impacts would be significantly reduced.

15. Data and performance

The local authorities are legally obliged to record their waste data statistics in WasteDataFlow and the data is reconciled by the County Council. Currently the data measures tonnage as the key performance indicator.

The Government is developing targets for England, currently understood to be one for resource efficiency, e.g. GDP/raw material consumption and residual waste include one for residual waste per capita. The key performance measures for Devon will continue to be:

- household waste recycling rate
- kg of collected waste per head
- kg residual waste per household
- % Local Authority Collected Waste landfilled

However, as the Devon and Torbay authorities' Climate Emergency Plans develop carbon may well become an important measure of the impact of waste management services. Related metrics could also include:

- avoided energy, generated energy, or energy consumed,
- avoided CO2 or a carbon index measurement,
- a resource efficiency measurement,
- a natural capital measurement

In addition, the impact of behavioural change interventions has traditionally been very hard to measure. Nevertheless, measures such as those below can also be evidence of effective activity and will continue to be measured where possible as community engagement work progresses.

- compliments, complaints, enquiries
- social media likes, shares, impressions
- public surveys
- feedback forms
- number of users
- volunteers and volunteer hours
- training hours
- skills shares,
- reduction in social isolation

16. Partnership – DASWC

The Devon local authorities and Torbay Council have been working in partnership together for almost 30 years. Together they procure joint contracts for materials processing, e.g. textiles, paper, glass and bulk haulage and they also look at opportunities to coordinate roles such as IT e.g. East Devon, Exeter and Teignbridge under the Strata banner and procure vehicles together. Exeter also acts as a broker for some recycle.

The work is overseen by a joint committee – the Devon Authorities Strategic Waste Committee, which has a Member representing each of the 8 district councils, the county council and Torbay Council. Some counties have Waste Partnerships which are separate entities and take a more formal approach. A considerable amount of work was undertaken several years ago to determine whether this type of approach would benefit the Devon Authorities. Whilst the approach gained support from a cluster of authorities it was not taken forward at the time. The authorities will potentially revisit this opportunity in the future to consider what benefits it may bring.

Progress against 2013 Strategy Review policies

Policy Statement	Comments/RAG status
<p>WSPS1 This Strategy will form the framework for the management of municipal waste within the administrative area of Devon over the period to the year 2035.</p>	<p>With continuous change and a new Government Strategy a new Strategy will be produced for 2020-2030</p>
<p>WSPS2 This Strategy will be reviewed and updated at least every five years to incorporate changes in waste management legislation, best practice policy and guidance, as well as reviewing waste generation forecasts and monitoring performance against targets. The Action Plan will be reviewed annually.</p> <p>The Local Authorities will consider the need to support research projects locally into particular aspects of waste management.</p>	<p>The 2005 Strategy was reviewed in 2013.</p> <p>Ongoing</p>
<p>WSPS3 Decisions about waste management will, in broad terms, be based on the waste management hierarchy.</p> <p>The overall aim is to increase the proportion of waste which is managed by options towards the top of the hierarchy. However, there may be a different order of options for particular wastes streams depending on environmental, economic or other factors involved.</p>	<p>This has been achieved and remains a constant aim.</p>
<p>WSPS4 The objectives of this Strategy are:-</p> <ol style="list-style-type: none"> 1. The reduction of growth of municipal waste that is generated and to set a target for reducing the growth rate in household waste. <ul style="list-style-type: none"> • To provide a framework to ensure the development of facilities for the collection, treatment and disposal of waste in Devon which would enable it to become as self sufficient as possible and in line with the South West Regional Waste Strategy. This would not prohibit the 	<p>Waste growth has varied but is currently at -0.1%</p> <p>Residual waste is processed in Devon and Avonmouth</p> <p>Garden waste is processed in Devon</p> <p>Food waste is processed in Devon and Somerset and Oxfordshire</p> <p>Recycling is processed mainly in the UK</p>

<p>transport of waste between Devon</p>	
<p>WSPS4 – Cont: and the adjacent Authorities and further afield where this would be mutually economically and environmentally beneficial.</p> <ul style="list-style-type: none"> The beneficial use of as much household waste as possible through (in order of priority) materials recycling, composting and maximising the recovery of resources and energy, i.e. follow the waste management hierarchy wherever possible. <p>4. The recycling/composting of at least 60% by 2014/15, and 65% by 2025/26.</p> <p>5. The recovery of value (including recycling and composting) from 90% of LACW by 2015 and 95% by 2020</p> <p>6. To comply with the requirements of the EU Landfill Directive, including the meeting of targets to divert biodegradable municipal waste away from landfill.</p> <ul style="list-style-type: none"> By 2013 to reduce the amount of biodegradable municipal waste landfilled to 50% of that produced in 1995. By 2020 to reduce the amount of biodegradable municipal waste landfilled to 35% of that produced in 1995. <p>7. To choose an integrated mix of waste management methods with regard to managing waste as close to its source of generation (the Proximity Principle) which represents the optimum balance of environmental and economic costs and benefits, and minimise the risks of immediate and future environmental pollution and harm to human health.</p>	<p>This is followed.</p> <p>The recycling rate in 2019/20 was 56.6%. Reasons for not meeting the target include: reduced funding for behavioural change, reduced paper due to electronic advances, reduced packaging.</p> <p>The 2015/16 recovery rate was 79%. The recovery rate is now 95% by 2020</p> <p>Achieved.</p> <p>No kerbside biodegradable waste is now landfilled.</p> <p>Achieved where possible in line with procurement regulations</p>

<p>WSPS5 Waste collection and disposal authorities and the community sector will maximise the potential to work together in order to:-</p> <ul style="list-style-type: none"> • Increase the efficiency of the waste collection service. • Increase cost effectiveness. • Maximise the re-use or recycling of bulky household waste collected directly from the householders. • Tailor local services to local needs. <p>This will include the consideration of joint collection contracts, shared use of facilities and cross traditional boundary operations where mutual benefits would accrue. Harmonisation of collected materials and methods of collection will be researched and implemented if environmentally and economically beneficial to LAs and their customers. This process will require fully committed buy in from all authorities to ensure successful delivery.</p>	<p>The districts work hard to increase efficiencies e.g. round reviews, Incab technology As above</p> <p>A working group has been established to look into this</p> <p>Achieved.</p> <p>Joint contracts are in place for textiles, glass, paper and bulk haulage. East Devon, Exeter and Teignbridge work closely together under Strava. West Devon and South Hams have the same collection contractor. Mid Devon work with Exeter MRF. Harmonisation is progressing well.</p>
<p>WSPS6 The Local Authorities and the Environment Agency will continue to seek partnerships with appropriate sectors of the community and waste industry in order to promote waste reduction, reuse, recycling and composting and recovery of materials and energy across Devon.</p> <p>The Local Authorities will look to the future and work more closely with the waste management industry and re-processors to secure long term partnerships and to develop local reprocessors where possible.</p>	<p>Partnerships include: SWDWP Clean Devon South West Plastic Free Communities Plastic Free North Devon DASWC</p> <p>Discussions are being held with the HotSW LEP</p>
<p>WSPS7</p> <p>A reduction in waste growth is the core of this strategy. The aim is to maintain growth per household at zero or below. Local authorities will work together with the community sector, householders, business and industry to strive towards producing the minimum amount of waste</p>	<p>Waste growth measured in kilogrammes of household waste collected per person per year has reduced from 481.5kg in 2013/14 to 444kg in 2019/20. Household waste growth is currently at -0.3%</p>

with a regular review of the reduction in waste growth target.	
<p>WSPS7 – Cont:</p> <p>The Local Authorities will work together to initiate, promote and support high profile waste minimisation and education campaigns. They will work in partnership with other organisations, agencies and the community sector to achieve a lasting reduction in household waste.</p>	<p>The LAs have worked together under the Recycle Devon banner. They implement the various actions within the Waste education Strategy for schools and the Comms strategy and the WP&R strategy also CAG and WRA</p>
<p>WSPS8</p> <p>Local Authorities will work together to encourage, promote and support the re-use of goods, items and materials. In conjunction with stakeholders and the community sector, a re-use strategy will be developed to:-</p> <ul style="list-style-type: none"> • Maximise opportunities for re-use and repair. • Stimulate markets for re-use and seek new markets. • Pump prime reuse initiatives through selective discretionary payment and re-use credits. • Develop reuse indicators. • Look at ways of increasing the range of reusable items and materials including in kerbside recycling collections. • Help facilitate reuse partnerships between LAs, the community, voluntary and charity sectors. • Encourage businesses to donate their unwanted working WEEE to charity as part of driving down waste produced in Devon. <p>LAs will support the establishment of facilities to enable goods and materials to be re-used, repaired and exchanged.</p>	<p>A waste prevention and reuse strategy was published in 2017.</p> <p>A Reuse officer has been employed since 2016.</p> <p>Working with the HWRC contractor Suez, sale of reuseable items is increasing</p> <p>Reuse credits will be terminated in 2022 having achieved their objective. The HWRC contract has a target for reuse of 0.75%</p> <p>A reuse target is being proposed</p> <p>A working group has been established and WEEE repair events have increased range of reuse items</p> <p>Repair cafes have been supported and events such as the Big Fix have been held and skill sharing events</p> <p>This has not been promoted</p> <p>Reuse credits have contributed in this period to the expansion of Refurnish shops</p>
WSPS9	

<p>Each household will have access to a comprehensive network of recycling facilities including the County Council Recycling Centres and a kerbside collection of dry recyclables.</p> <p>Householders will be encouraged by education campaigns to separate their waste for recycling. The Local Authorities (who do not already) will also consider limiting the residue dustbin collection either by the size of receptacle provided or frequency of collection or</p>	<p>Achieved</p> <p>Regular campaigns are implemented under the banner of Recycle Devon</p>
<p>WSPS9 – Cont: both, thereby encouraging the householder to minimise the waste that they produce and maximise the amount of material that they sort out for recycling.</p> <p>The Local Authorities will strive to meet the statutory recycling and composting targets set for the following years:-</p> <ul style="list-style-type: none"> • Recycling and composting of 60% of municipal waste by 20014/15. • Recycling and composting of 60% of municipal waste by 2019/20. • Recycling and composting of 65% of municipal waste by 2025/26. <p>Achievement of these targets will depend on the best balance from the following list of considerations:-</p> <ul style="list-style-type: none"> • The existence of a sustainable market for the collected materials and the development of local markets for recycled materials and hence employment. • The likely participation in recycling schemes and the level of contribution. • The environmental impacts of the process. • The cost compared to other methods of waste management. 	<p>Districts are offering appropriate size bins. East Devon is providing a 3 weekly residual waste collection. North Devon is running a 3 weekly trial as is West Devon.</p> <p>55.4% was achieved</p> <p>56.6% was achieved. The recycling rate has stagnated due to a variety of factors</p> <p>Target to be adjusted to EU target of 65% by 2035</p>

<p>The Local Authority Planning Services will seek to ensure by means of planning guidance and conditions that new developments including highway infrastructure will incorporate appropriate space to facilitate recycling both in terms of house and garden space and highway access for waste collection vehicles.</p> <p>The Local Authorities will implement a communication strategy to ensure householders are kept informed of how, where, when and why to recycle and about other aspects of waste management.</p> <p>The LAs will lobby central government by appropriate means to guide, support and fund waste management waste prevention, reuse and education to an appropriate level.</p>	<p>Achieved</p> <p>A communications strategy was published in 2016 and the LAs meet regular to implement the yearly action plan.</p> <p>Following the publication of the Government's waste strategy some sources of funding have become available</p>
<p>WSPS10</p> <p>The Local Authorities will seek to optimise potential for appropriately sized composting facilities including AD within the controls of current legislation and policy.</p> <p>They will work with other organisations to find composting methods which produce a useful and marketable product from household, commercial and industrial wastes.</p>	<p>The AD contracts achieve this.</p> <p>The AD plants comply with PAS110 and the composting plants comply with PAS100 and the waste is co composted with commercial and industrial waste</p>
<p>WSPS11</p> <p>The Local Authorities will support increased participation in home composting by a variety of means including bin sales, promotion and development of a network of "Compost Ambassadors".</p> <p>The target will be to increase the waste composted at home to 10% of the available organic waste by 2025.</p>	<p>Home composting campaigns are regularly featured under the banner of Recycle Devon. HWRCs offer the opportunity to purchase reduced priced bins. CAG Devon promotes home composting</p> <p>Progress being made</p>
<p>WSPS12</p> <p>The Local Authorities will support the proactive development of community composting and schools composting by increasing resources to assist setting up new schemes and provide support for existing schemes.</p>	<p>DCCN support removed due to lack of accountability but community composting credits paid at contract rate from 2020. Limited support now offered on request.</p>
<p>WSPS13</p>	<p>The AD contracts achieve this.</p>

<p>The Local Authorities will seek opportunities to co-compost municipal waste with commercial and industrial waste. E.g. merchant AD plants.</p>	
<p>WSPS14</p> <p>Recovery of value from all practicable waste including energy recovery facilities will play an important role in the long term management of municipal waste in Devon.</p> <p>Appropriately sized facilities taking into account the potential reduction of residual waste from well resourced education and communication strategies which follow the proximity principle will be preferred if economically viable and sustainable.</p> <p>The Local Authorities will maintain an overview of the technologies available to determine an appropriate balance which may be appropriate for Devon.</p>	<p>Devon now has two ERF facilities in Exeter and Plymouth processing the residual waste from all districts, Torbay and Plymouth except for North Devon's and Torrridge's waste which goes to Avonmouth and Cornwall.</p> <p>The Exeter plant is small and takes 60,000 tonnes. The Plymouth plant is larger taking up to 245,000 tonnes but takes waste from a wider geographical area and has capacity for commercial waste.</p> <p>This is ongoing.</p>
<p>WSPS15</p> <p>Landfill will continue to be a method of managing a small percentage of Devon's waste from 2014.</p> <p>In some parts of the County, the existing landfill capacity will be insufficient for the quantity of waste likely to be generated over the period and extensions to existing landfill sites or new capacity will be required to meet that need.</p> <p>In the long term landfill will, as part of this Strategy, be used only for those wastes which cannot be recycled, composted or recovered and the residues/rejects from these processes. The aim will be to drive down the waste arising that requires this method of disposal.</p>	<p>14.5% of Devon's waste was landfilled in 2018/19. This has reduced to 5% in 2019/20.</p> <p>Active landfill sites are privately owned. There have been a variety of applications to open and close landfill sites in Devon. Currently Heathfield operated by Viridor and Deep Moor operated by DWM are open.</p> <p>Only 5% of Devon's waste is landfilled in 2020.</p>
<p>WSPS16</p> <p>The Local Authorities will work together to contribute to the UK's obligations under the landfill directive i.e. to achieve the targets set out for the reduction of biodegradable municipal waste being sent to landfill in 2013 and 2020. This will be achieved by promoting waste reduction, meeting or exceeding the Strategy recycling and composting targets, and some form energy and materials recovery.</p>	<p>Achieved.</p>

<p>WSPS17 The Local Authorities will work together to discourage the abandonment of vehicles and to ensure that vehicles once abandoned are treated in full compliance with the end of life vehicles regulations whilst still providing best value.</p>	<p>Achieved</p>
<p>WSPS18 The Local Authorities will work together to implement the requirements of the WEEE Directive. They will request that the Government ensures no extra cost burden will fall to local authorities as a result of any changes to the WEEE regulations.</p>	<p>Achieved Requested</p>
<p>WSPS19 The Devon LAS will seek to support the Producer responsibility schemes which evolve from the EU Directives as appropriate. The LAS will comply with the revised Waste Framework Directive through the Government Transposition (The Waste Regulations 2011)</p>	<p>Achieved</p>
<p>WSPS20 The Local Authorities will work with the Environment Agency to reduce the amount of fly tipped waste by the publicising of the environmental damage and subsequent costs of clearance of fly tipped waste, as well as improved enforcement and subsequent numbers of prosecutions.</p>	<p>The Clean Devon Partnership has been established which is aiming to reduce fly tipping and litter across the county.</p>
<p>WSPS21 The Local Authorities will work together with the waste management industry to investigate alternative forms of transporting waste both within and outside of the County, taking account of both the environmental and economic factors.</p>	<p>Road transport is used to transport waste. Methods of making this less impactful on climate change are being investigated.</p>
<p>WSPS22 The Local Authorities will take steps to ensure that waste produced by their own organisations is kept to a minimum and recycling opportunities are maximised. A level of service equal to that provided for householders should be made available. Similarly they will seek to apply sustainable procurement strategies.</p>	<p>DCC has a sustainable procurement strategy, an Environmental Board which oversees internal policies and a Plastics Strategy. Whilst under resourced great progress has been made.</p>

Progress against 2013 Strategy Review Future Plans

Government Strategy

The review of Devon's Strategy will take on board these government ambitions where appropriate and the authorities will work with the Government to develop them further.

Achieved

Legislation

The Devon Authorities will comply with any relevant legislation and contribute, where appropriate, to meeting European and UK waste related targets.

Complied with

Growth, performance, targets

The Devon Authorities will aim to keep waste growth to a minimum where it is within their influence.

The Devon Authorities together will aim to meet household waste recycling rates of 60% by 2014/15 and 65% by 2025/26*

* achievement of these rates will be dependent on the impact of impending European legislation, in particular the End of Waste criteria (see Chapter 5)

2014/15 target not achieved. 2025/26 target to be adjusted to 2035 as per government strategy

Waste Prevention

The 'Don't let Devon go to waste' campaign will continue to focus on:

- Providing advice and information on waste prevention
- Advising on ways to reduce food waste
- Encouraging reuse
- Offering advice on how to sign up to the Mailing Preference Service
- Encouraging choosing goods with no or reduced packaging
- Discouraging the use of one-use plastic bags
- Promoting the use of Reusable Nappies
- Promoting home composting
- Promoting the use of rechargeable batteries

In addition, the Devon Authorities intend to continue to encourage householders to reduce their waste and, whilst tailoring proposals to local circumstances, have already considered, or will consider options such as:

- Fortnightly collection of residual waste across the county
- Offering smaller bins for residual waste
- Not allowing side waste (extra waste next to standard bin)
- Charging for garden waste

The following waste reduction targets will be set :

Kilogrammes of household waste collected per person per year:

- 2011/12 473
- 2012/13 470
- 2013/14 465
- 2014/15 460
- 2015/16 455
- 2016/17 450

All the initiatives above have been carried out on an ongoing basis. All but one district now charges for garden waste. East Devon offer a 3 weekly residual waste collection with North Devon and West Devon trialling. Appropriate sized bins are offered.

The kg of household waste collected per person per year have reduced to 444kg in 2019/20.

Reuse and community sector activities

- The Devon Local Authorities will continue to support the activities of the Community Sector
- Supporting give and take* days
- Promoting Swishing** events
- Promoting Waste Electrical and Electronic Equipment (WEEE) reuse through the WEEE contract
- Consideration of funding bid to DAWRRC to revamp and improve signage to and publicity of Refurnish Reuse shops
- Improvements will be made to the operation of the resale areas at Recycling Centres
- *The Recycling Centre Contractor will take the opportunity to partner with the Community Sector to promote re-use where possible*
- *Consideration of hierarchy of reuse for Bulky Household Waste items*
- Research with the retail sector partnership working for furthering reuse
- *Work closely with the social housing sector to promote furniture reuse*
- Carry our market research on capacity/value of central and satellite re-use centres
- *Research web-based system for advertising items for re-use from Refurnish*
- *DCRN and DCCN and Refurnish will continue to support the community sector*
- *DCRN will continue to support Refurnish to develop a Gift Aid scheme whereby a tax rebate can be reclaimed following the sale of donated goods*

*Give and take days are similar to jumble sales but no money changes hands and the goods are weighed to identify savings from landfill

**Swishing events are social events where unwanted clothes are taken along for exchange. No money changes hands.

The majority of the initiatives above have been carried out. The only ones that haven't are:

**The housing sector has not been engaged*

**Refurnish have not chosen to develop web based sales*

**DCRN and DCCN are no longer supported with funding by the LAs. Composting credits are still paid.*

Recycling

- Devon district councils and the county council will continually looking at ways to improve and rationalise their services
- Recycling of cardboard (as opposed to composting it) across the county is being investigated
- Recycling of mixed plastics across the county is being investigated
- Consideration is being given to approaching supermarkets to offer plastics recycling banks
- Research will be carried out to determine the optimum methods to be used for quality and economic recycling and also into the relevant costs
- Devon Authorities will seek to expand 'Recycle on the Go' where appropriate

The LAs have expanded and improved their recycling services. A comprehensive service is offered in all districts.

Recycling (HWRCs)

Proposals for the next 10 years include:

- Relocation of Woods Farm (Sidmouth) site 2013
- Relocation of Ivybridge site 2014/15

And subject to funding being available:

- New site for Cullompton/Tiverton/Willand
- Improvements Phase 2 to Tavistock site
- Relocation of Totnes site
- An ongoing programme of general infrastructure improvements will be implemented
- The County Council will continue to strive for improved customer service through its Recycling Centre contract
- Consideration will be given to expanding the services offered at Recycling Centres where space and resources allow.
- Advice will be given to any communities who wish to develop, fund and manage their own Recycling Centres

There has been £18 million capital investment in new sites in the last 10 years. New sites at Sidmouth and Ivybridge sites have been constructed within the last 5 years. Improvements have been made at other sites. Sites for a "Tiverton" facility and a Tavistock one are being sought as is the capital funding. Customer service is an on going performance requirement for the HWRC contractor.

Organic waste

The Devon Authorities will continue to promote home and community composting

The County Council will continue to support large scale treatment of garden and food waste in the most appropriate way including by Anaerobic Digestion.

*Home composting is promoted through Recycle Devon campaign work
Food waste is separated out for AD in all districts except Exeter and South Hams.*

Residual waste

During 2012/13 the County Council will begin the process for tendering the contract for dealing with the residual LACW waste emanating from Torridge and North Devon. The contract will direct waste away from landfill but leave the market to offer solutions.

Discussions will be held with regional partners to discuss opportunities for joint working

All kerbside residual waste now goes to ERF in Exeter, Plymouth, Avonmouth and Cornwall.

Behavioural change, community engagement and waste education in schools

The Community Engagement Project will be implemented from June 2012 if a European funding bid is successful. If not, alternative funding will need to be sourced.

Behavioural Change towards more sustainable waste management practices will be encouraged through online and digital methods and via a range of other communication methods detailed in the Communications Strategy.

Waste Education in Schools will continue to be a priority for Devon Authorities through the Waste Education Contract and the Waste Education in Schools Strategy and Action Plan

The Community Engagement Contract is being implemented under contract to Resource Futures as Community Action Group Devon, by DCC.

Engagement with communities and in schools continues to form the bedrock of Devon's behavioural change work.

Partnership working

The Devon Authorities will aim to progress partnership working towards a Waste Integrated Service Partnership subject to individual councils adopting this approach.

The Devon Authorities will continue to enter into partnerships with relevant groups where mutually beneficial.

The Devon authorities and Torbay continue to work in close partnership under the auspices of the Devon Authorities Strategic Waste Committee.

Redundant landfill sites

To continue to maintain and monitor closed landfill sites to ensure their impact on the environment is minimised

Achieved

Commercial waste

The local authorities will confirm whether disposal charges will apply to Schedule 2 groups from 2013/14.

The local authorities will support businesses to carry out more sustainable waste management practices where resources allow.

The local authorities will promote sustainable tourism.

Waste disposal charges are applied under the amended Controlled Waste Regulations 2012

Some WCAs are offering trade waste recycling services

Districts assist tourist venues to reduce, reuse and recycle where possible.

LA achievements since 2013

Authority	Achievements
East Devon	<ul style="list-style-type: none"> • New recycling system and restricted capacity refuse collection system launched in 2017 • Recycling rate increased from 45.6% 2015/2016 in to 59.1% in 2018/2019 • Bring banks removed in 2018 • Chargeable green waste service launched in 2018 gaining 8,000 customers in launch year • Second in English league table for kilograms of refuse per head of population at 126.8kg/capita in 2017/2018 • Multiple award winning new recycling service – green apple, international green apple, DEBI, LARAC • East Devon App launched in 2014 with 20,000 users in 2019 • Alexa recycling skill launched in 2019 winning LARAC award for ‘Best new idea in the recycling sector’
Exeter City	<ul style="list-style-type: none"> • Introduced commercial recycling collections of glass, paper, cardboard, plastic and cans so businesses have the same opportunities as our residents to recycle. Now collecting from over 500 business addresses • We are among the 10% of best performing English local authorities for waste reduction (former Best Value Performance Indicator 84: kg of collected waste per head) • Approval obtained to go for the Devon-aligned recycling service,
Mid Devon	<ul style="list-style-type: none"> • All residents moved to fortnightly residual collections • Weekly food waste collections introduced • Chargeable garden waste collections introduced • Expansion of dry recycling service to accept card and mixed plastics • Opening of WTS so all residual waste now to EFW rather than landfill
North Devon	<ul style="list-style-type: none"> • Introduced commercial recycling collections • Expanded recycling service to take mixed plastics, WEEE and food waste on a weekly basis • Introduced chargeable garden waste collection service • Opening of WTS so all residual waste now sent to EFW rather than landfill • Introduced the “aligned” collection services
South Hams	<ul style="list-style-type: none"> • The Council have approved the move towards the Devon Aligned Service by September 2020. • This will see a weekly recycling collection including food waste. • The number of materials collected for recycling will increase by the addition of glass, plastic pots, tubs and trays, printer cartridges and textiles to the kerbside service. • Single use plastic sacks currently used for recycling will be replaced by reusable containers.

Teignbridge	<ul style="list-style-type: none"> • Introduced weekly collections of increased range of dry recyclables and food waste to all properties. • Introduced a charged garden waste service • Increased our recycling rate from 53.6% 2013/14 to 56.3% 2018/19 • Reduced residual waste from 376kg/hh/yr to 337kg/hh/yr between 2013/14 and 2018/19 • Major investment in fleet, depot and waste transfer station to enable service improvements and deliver efficiencies
Torrige	
West Devon	<ul style="list-style-type: none"> • The Council has introduced a charged garden waste service in line with the Devon Aligned Service. • Whilst this has resulted in an anticipated decrease in garden waste tonnage, the decrease is not matched by the additional tonnage diverted to Household Waste Recycling Centres which is less than half this amount. Residual waste over this period has also decreased along with the number of fly tips comprised of garden waste. It can therefore be assumed that the charges have resulted in this waste being treated higher up the hierarchy by an increase in home composting. • The kerbside recycling service will be enhanced in December 2019 as the number of items that can be recycled will increase to include plastic pots, tubs and trays, printer cartridges, card drink cartons and foil. • In February 2020, a trial will begin involving collecting residual waste on a three weekly basis and information from this trial will inform the decision whether to extend this service to all households in 2021.
Devon	<p>New Infrastructure</p> <ul style="list-style-type: none"> • Exeter ERF • Plymouth ERF • Ivybridge HWRC • Sidmouth HWRC • Exeter TS • North Devon TS • Mid Devon TS <p>New contracts for Anaerobic Digestion of food waste</p> <p>Initialisation and implementation of Shared Savings Scheme</p> <p>Behavioural change</p> <ul style="list-style-type: none"> • Waste Prevention and Reuse Strategy • New Schools Waste Education Strategy • Development of Community Action Groups • EU Ecowaste4food Project • Appointment of Reuse Project Officer • Devon Plastic Strategy published • Resue Officer wins LARAC Recycling Officer of the Year award in 2019 <p>Successful funding bids</p> <ul style="list-style-type: none"> • WEEE x2

	<ul style="list-style-type: none"> • Ecowaste4food
Torbay	<ul style="list-style-type: none"> • HWRC Bike recycling project in partnership with Channing's Wood Prison (Award obtained by the lead prison officer for lecturer of the year 2015) • Diversion of Residual waste to ERF end of April 2015 • Food waste project 2015/16 in partnership with WRAP achieving a 5.2% increase in food waste collected • Achieving zero to Landfill apart from a small amount of Asbestos collected at the HWRC in 2017/18 giving 0.2% as recorded in NI 193 • Last of Torbay's 13 recycling Green apple awards achieved by the recycling officer in 2015

Carbon impact of waste management service

Environmental consultants Eunomia Research and Consulting Ltd have carried out research into carbon impacts of waste management and have produced a yearly carbon index, http://www.eunomia.co.uk/carbonindex/pdfs/2017_18.pdf.

This shows which local authorities' recycling activities are delivering the greatest carbon benefits. Local authorities' recycling performance data for 2017/18 is taken from WasteDataFlow and multiplied by the same carbon 'factors' used by Zero Waste Scotland to produce the Scottish Carbon Metric. This process converts tonnage data for each recyclable material into carbon dioxide equivalents (CO₂ eq.). This shows the total embodied carbon in the material that authorities are diverting from disposal to recycling. Local authorities that collect more of the materials with a higher embodied carbon for recycling will show greater benefits. Account is also taken of the emissions impact of source separated and comingled collections. Devon's index of 102 is in the top 10% of authorities, with Torbay in the good performers' category. The key material metrics are as follows:

Material	Carbon factor (kgco2eq)	Carbon metric weighting
Textiles	-14069	100.0
Aluminium	-9267	65.9
Mixed cans	-3911	27.8
WEEE	-1374	9.8
Wood	-1224	8.7
Plastics	-1205	8.6
Paper and card	-799	5.7
Food and drink	-612	4.4
Glass	-223	2.8
Garden waste	-255	1.8

Table 1: Key material carbon factors and weighting

The table below shows CO₂e generated from each material through the manufacturing and use processes. It can be seen that depending on the material there are different levels of benefit/disbenefit from recycling/composting, thermal treatment and landfill.

	Textiles	Metal	Food	Plastic	Glass	Paper	Card
kgCO ₂ eq/t generated	20444	12950	3744	3189	1210	885	885
Impact of recycling and composting	-5828	-9966	-70	-539	-755	-547	-547
Impact of thermal treatment	216	n/a	-12	1665	69	-180	-180
Impact of landfill	599	n/a	993	5	5	498	498
Net carbon gain/loss thru recycling	14616	2984	3674	2650	455	338	338
% recov'ed of kgCO ₂ e/t	28.5	77.0	1.9	16.9	62.4	61.8	61.8

Table 2: CO₂e generated from each material through the manufacturing and use processes

In winter 2019/2020 Eunomia were commissioned to look at Devon authorities' waste management service and analyse its carbon impact in detail and to make recommendations on how to reach carbon neutral by 2050 or sooner as well as meeting recycling targets. Their recommendations are as follows:

- A primary focus on reducing the amount of plastics in the residual waste
- To capture more carbon intensive materials – i.e. textiles, metals, plastic
- To encourage/enable greater commercial waste recycling
- To explore carbon capture

And to reduce carbon impact but also increase the recycling rate:

- To reduce residual waste arisings
 - By less frequent collections
 - Smaller bins
 - No side waste
- To aim for higher capture rates of key materials
- To expand the range of materials collected
- To carry out a site by site review of Household Waste Recycling Centres (HWRCs) to emulate best sites, residual waste analysis and greater focus on textiles
- To deliver consistent communications including websites

The key to improving the carbon saved is to follow the waste hierarchy, and when recycling, improve the capture rates of the higher impact materials such as textiles, metals and plastics, and when recovering energy to minimise the amount of plastic in the residual waste.

The tables below show the carbon impacts per district with and without the HWRCs. The impacts vary significantly depending on the amount of reuse, the carbon intensity of materials recycled, the Energy Recovery Facility (ERF) used for

residual waste, and transport. On a consumption based analysis (where UK recycling is taken into account) the authorities overall are already carbon neutral if HWRCs are included. However, on a territorial basis (explain) they are not. As tables 5 and 6 show the carbon impact will increase with time (based on today's tonnages) mainly due to the decarbonisation of the electricity grid which will make the ERFs relatively less carbon efficient.

	East Devon	Exeter	Mid Devon	North Devon	South Hams	Teign-bridge	Torridge	West Devon	Total
Transport	7,308	3,316	3,582	5,646	5,139	5,703	3,296	2,355	36,345
Reuse	-4,682	-3,221	-1,668	-2,836	-3,051	-5,282	-1,612	-1,730	-24,083
Dry Recyclables	-13,549	-7,631	-6,278	-8,167	-6,415	-10,830	-5,165	-4,387	-62,421
Organics	-1,689	-377	-859	-578	-375	-1,532	-614	-546	-6,570
Incineration	5,298	4,147	5,276	3,344	4,315	4,355	1,794	1,981	30,510
Landfill	1,250	1,406	544	966	6	7	576	9	4,763
Net Impacts – Consumption basis	-6,064	-2,359	597	-1,626	-380	-7,579	-1,726	-2,318	-21,455
Impacts – Territorial Inventory	12,167	8,493	8,543	9,378	9,085	8,533	5,052	3,799	65,049

Table 3: Household Baseline, Tonnes CO2e. 2020 – including HWRCs

	East Devon	Exeter	Mid Devon	North Devon	South Hams	Teign-bridge	Torrige	West Devon	Total
Transport	5,422	2,067	2,763	4,509	4,138	4,454	2,520	1,745	27,616
Reuse	-976	-39	-54	-453	-694	-2,567	-23	-442	-5,248
Dry Recyclables	-8,832	-3,632	-4,136	-5,129	-3,333	-7,251	-3,088	-2,182	-37,582
Organics	-1,281	-155	-770	-479	-275	-1,350	-542	-414	-5,266
Incineration	5,140	4,024	5,017	3,283	3,649	3,809	1,767	1,625	28,314
Landfill	0	0	0	0	0	0	0	0	0
Net Impacts – Consumption basis	-527	2,265	2,820	1,731	3,484	-2,905	634	331	7,834
Impacts – Territorial Inventory	9,281	5,936	7,010	7,313	7,512	6,913	3,745	2,955	50,664

Table 4: Household Baseline, Tonnes CO2e. 2020 – excluding HWRCs

	2020	2025	2030	2035	2040	2045	2050
Transport	36,345	32,105	27,865	23,624	19,384	15,144	10,904
Reuse	-24,083	-24,083	-24,083	-24,083	-24,083	-24,083	-24,083
Dry Recyclables	-61,875	-61,875	-61,875	-61,875	-61,875	-61,875	-61,875
Organics	-6,750	-6,109	-5,522	-5,166	-4,956	-4,914	-4,873
Incineration	30,510	37,369	46,549	52,036	55,096	55,729	56,362
Landfill	4,763	4,833	4,926	4,982	5,013	5,020	5,026
Net Impacts – Consumption basis	-20,908	-17,759	-12,139	-10,481	-11,420	-14,979	-18,538
Impacts – Territorial Inventory	65,049	68,198	73,818	75,476	74,537	70,978	67,419

Table 5: Projected Total Household Carbon Impacts with HWRCs, tonnes CO2e

	2020	2025	2030	2035	2040	2045	2050
Transport	27,616	24,395	21,173	17,951	14,729	11,507	8,285
Reuse	-5,248	-5,248	-5,248	-5,248	-5,248	-5,248	-5,248
Dry Recyclables	-38,164	-37,963	-37,963	-37,963	-37,963	-37,963	-37,963
Organics	-5,266	-4,805	-4,218	-3,862	-3,652	-3,610	-3,568
Incineration	28,314	34,575	42,956	47,965	50,758	51,336	51,914
Landfill	0	0	0	0	0	0	0
Net Impacts – Consumption basis	7,252	10,953	16,699	18,842	18,623	16,021	13,419
Impacts – Territorial Inventory	50,664	54,165	59,910	62,054	61,835	59,233	56,631

Table 6: Projected Total Household Carbon Impacts without HWRCs, tonnes CO₂e

Exeter University were also asked to look at ways that the Energy Recovery Facilities could reduce their carbon impact. The conclusions from this work were:

- To reduce the amount of plastic in the residual waste
- To increase the efficiency of the plants by increasing the use of heat
- To explore carbon capture

The table below shows the relative impacts of a range of scenarios. All the scenarios have their limitations, for example reducing the plastic in the residual waste depends on manufacturers, the public, pre-treatment technologies and markets; increasing the plant efficiencies depends on suitable offtakers, and carbon capture is currently prohibitively expensive but may become less so in the future.

GHG reduction scenario	Exeter ERF		Devonport EfW CHP	
	Fossil kt CO _{2e}	% reduction	Fossil ktCO _{2e}	% reduction
Base case				
2018 emissions	15.7		39.3	
Reduced fossil content				
Plastics -100%	3.4	78%	-14.8	138%
Plastics -50%	9.6	39%	12.3	69%
Dense plastics -45%	13.2	16%	27.7	29%
Increased heat offtake				
Zero electricity export	-4.8	130%	-65.5	267%
Net zero heat	0.0	100%	0.0	100%
Max practical heat	7.9	50%	12.0	69%
Carbon capture and storage				
"Just Catch" and storage	-2.9	119%	-51.8	232%
Combined scenario				
Dense plastics -45% and max practical heat offtake	2.6	83%	-0.3	101%

Table 7: Range of scenarios for reducing carbon impact of ERFs

The data for Plymouth includes all waste entering the plant. The contribution of the Devon Authorities is approximately 1/3rd of the total, i.e. 60,000 tonnes, and Torbay similarly.

Table 8 below shows a summary of carbon impacts and the relationship with Devon's material tonnages. The summary notes explain the potential order of priority in terms of carbon impact reduction for the various actions – reduce, reuse, recycle.

Key

For each column the colours show the 1st 2nd and 3rd best material to tackle for that particular action e.g. Considering waste prevention alone (Column B) textiles are the material to focus on. Considering waste prevention and the tonnage of that material in the residual bin (Column F), food waste would be best to focus on.

Green: greatest impact

Orange: 2nd greatest impact

Red: 3rd greatest impact

A	B	C	D	E	F = BxE	G = CxE	H = DxE	I	J = I/(E+I)	K = E/125,571
	TCO ₂ eq /t generated through manufacture and use	Impact of recycling (TCO ₂ eq/t)	Impact of thermal treatment (TCO ₂ eq/t)	Tonnes in Devon's residual dustbins	Waste prevention carbon saving (TCO ₂ eq/t)	Recycling carbon saving (TCO ₂ eq/t)	ERF carbon impact (TCO ₂ eq/t)	Tonnes of material recycled by Devon's districts	% of material available recycled	% of material in residue
Textiles	20.44	-5.83	0.216	6,530	-133,473	-38,070	1,410	1,095	14.3	5.2
Metals	12.95	-9.97	n/a	4,269	-55,284	-42,562	0	3,080 (+2,000 from ERFs)	42.0 (54%)	3.4
Food	3.74	-0.07	-0.012	37,797	-141,360	-2,645	-435	21,522	36.0	30.1
Plastic	3.19	-0.54	1.67	18,082	-57,681	-9,764	30,197	7,000	28.0	14.4
Glass	1.21	-0.76	0.069	4,143	-5,013	-3,149	285	23,000	84.7	3.3
Paper and card	0.89	-0.55	-0.18	19,464	-17,323	-10,705	-3,503	30,000	60.7	15.5

Table 8: Summary of carbon impacts and the relationship with Devon's material tonnages.

This table shows how waste prevention, recycling and energy recovery have different carbon impacts depending on the material in question:

- **Prevention:** Textile production has the greatest carbon impact per se, followed by metals, food and plastic. Waste prevention therefore is most effective in that order. However, given the quantities of materials in the residual, the scope for most impactful waste prevention might be food, textiles, plastic, metals, paper
- **Recycling:** Metals recycling has the greatest impact per se followed by textiles, glass, paper and plastic. However, given the quantities in the residual, the scope for most impactful recycling is metal, textiles, paper, plastic, glass.
- **Energy recovery:** Plastics to ERF has the greatest impact per se followed by textiles, paper, glass. However, given the quantities in the residual, the scope for most impactful ERF avoidance is plastic, textiles, glass. Putting food and paper waste into the ERFs reduces the carbon impact

Waste Analysis October 2017

East Devon Residual bin contents

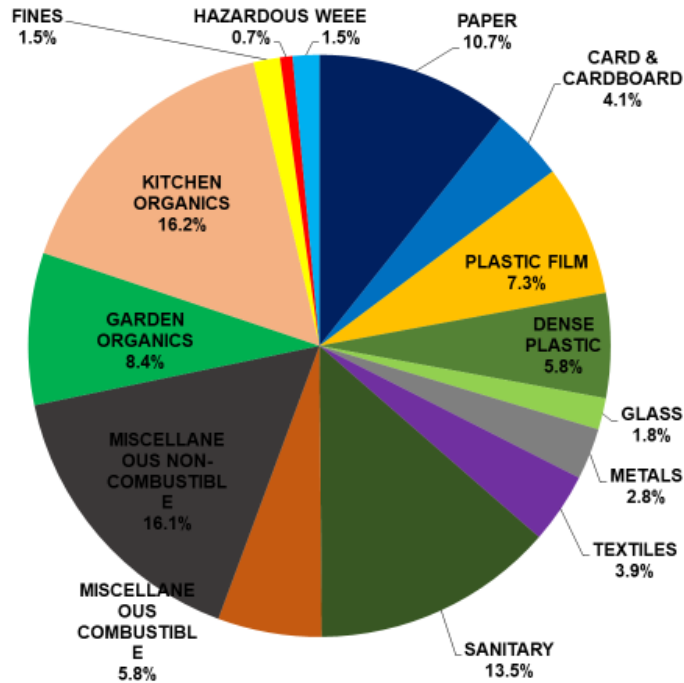


Figure 1: Contents of the residual bins October 2017: East Devon

Exeter Residual bin contents

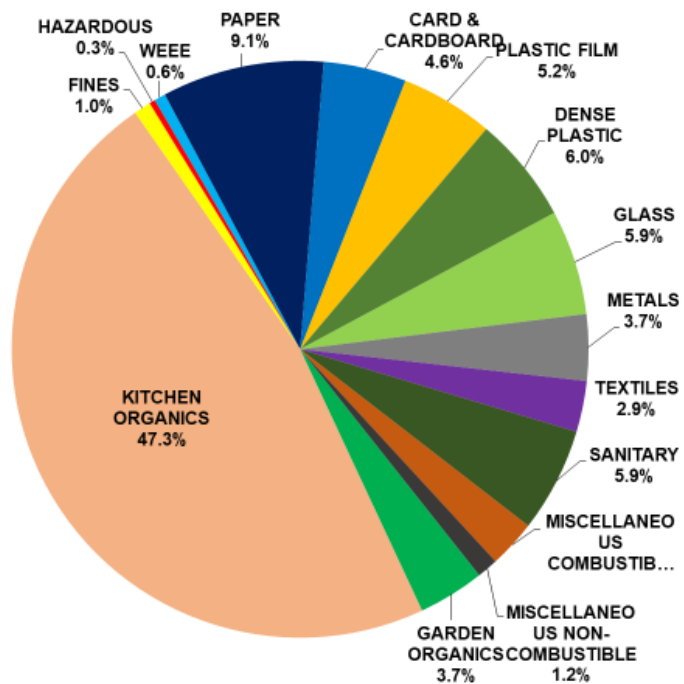


Figure 2: Contents of the residual bins October 2017: Exeter

Mid Devon Residual bin contents

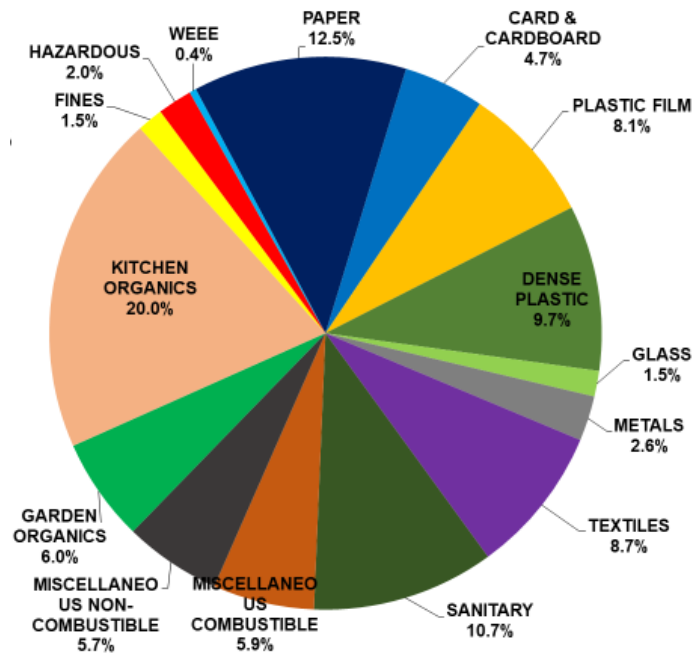


Figure 3: Contents of the residual bins October 2017: Mid Devon

North Devon Residual bin contents

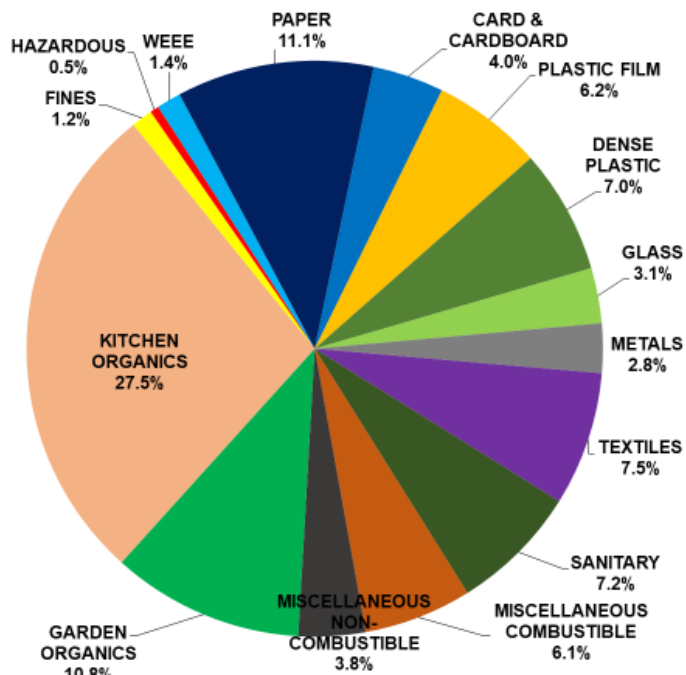


Figure 4: Contents of the residual bins October 2017: North Devon

South Hams Residual bin contents

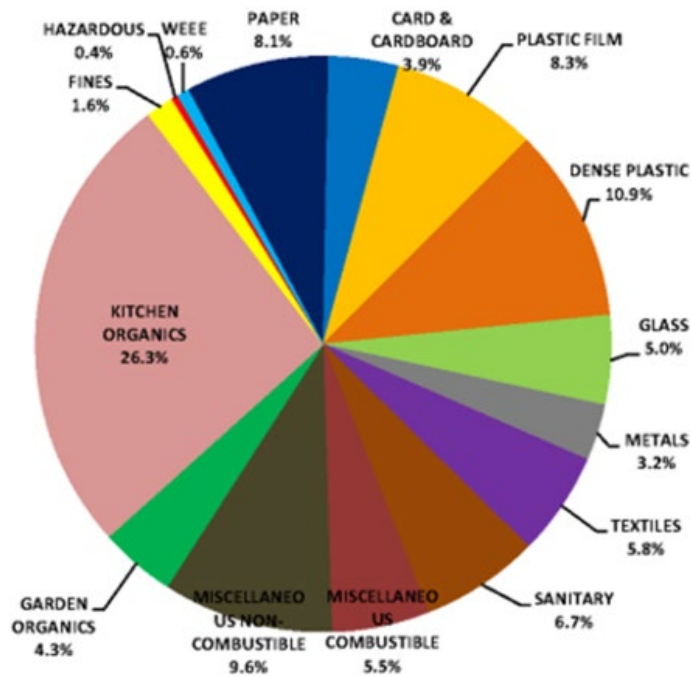


Figure 5: Contents of the residual bins October 2017: South Hams

Teignbridge Residual bin contents

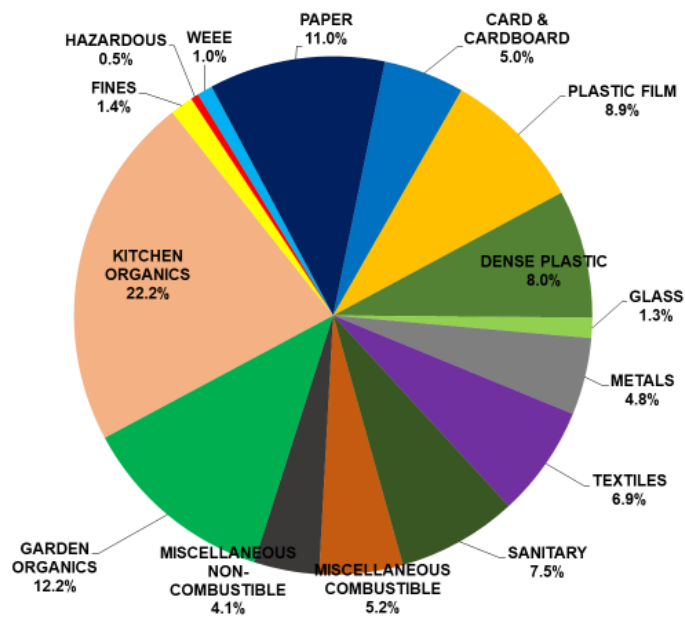


Figure 6: Contents of the residual bins October 2017: Teignbridge

Torrige Residual bin contents

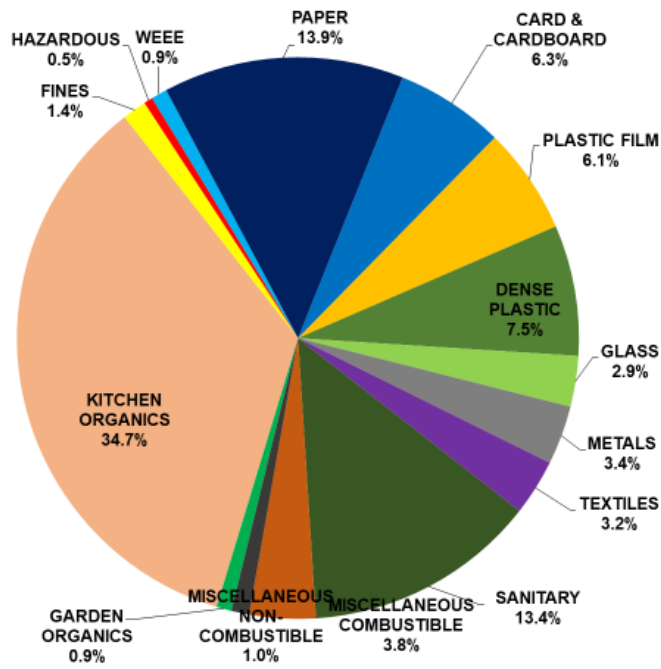


Figure 7: Contents of the residual bins October 2017: Torrige

West Devon Residual bin contents

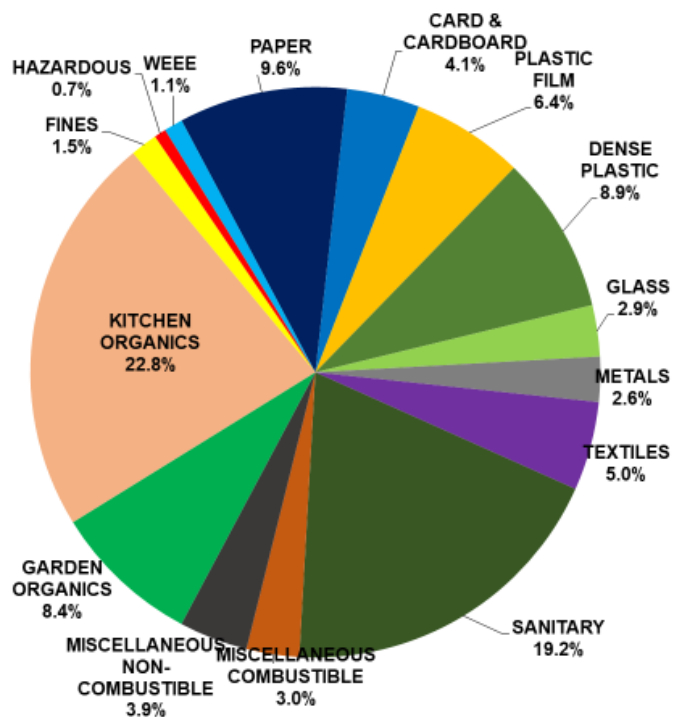


Figure 8: Contents of the residual bins October 2017: West Devon

Litter and fly tipping legislation

Litter

Local authorities, national park authorities, the Broads Authority and police community support officers have powers to take enforcement action against offenders. Anyone caught littering may be prosecuted in a magistrates' court, which can lead to a criminal record and a fine of up to £2,500 on conviction. Instead of prosecuting, councils may decide, under section 88 of the Act to issue a fixed penalty notice, otherwise known as an 'on-the-spot fine', of up to £150. Under section 88A, councils in England outside London can also issue civil penalties (not carrying criminal liability) to the keeper of any vehicle from which a littering offence is committed.

Section 89 of the Environmental Protection Act 1990 also imposes two distinct duties on a range of bodies to "keep their relevant land clear of litter and refuse" and to "keep the highways clean". In complying with these duties, "duty bodies" (district councils, highway authorities, educational institutions, the Crown and statutory undertakers such as rail and tram operators and water companies) must "have regard to" the statutory Code of Practice on Litter and Refuse. The Code sets out the legal standards that duty bodies are expected to be able to achieve in carrying out these duties on different types of land and seeks to encourage duty bodies to maintain their land within acceptable cleanliness standards. The emphasis is on the consistent and appropriate management of an area to keep it clean, not on how often it is cleaned.

To assist them in achieving these standards, litter authorities (predominantly district councils) have access to a range of other powers and duties designed to deter littering and prevent the defacement of land by litter and waste. E.g. Anti-social Behaviour, Crime and Policing Act 2014 which provides local agencies (councils, local police forces and registered social housing providers) with a range of flexible powers to tackle various anti-social and nuisance behaviours. For example, Community Protection Notices (CPN) may be used to deal with particular, ongoing problems or nuisances which negatively affect the community's quality of life, by targeting those responsible. Also, Public Space Protection Orders (PSPOs) provide similar protection from nuisances in public spaces by imposing conditions on the use of that area. For example, a PSPO may be used to require dog owners to pick up their dog's faeces.

Fly Tipping

Fly-tipping is the illegal deposit of waste on land. Fly-tipping differs from littering in that it involves the removal of waste from premises where it was produced with the deliberate aim of disposing of it unlawfully, or as a result of legitimate outlets not being available. The offence of fly-tipping, and the additional offences of 'knowingly causing' or 'knowingly permitting' fly-tipping, are set out in [Section 33\(1\)\(a\) of the Environmental Protection Act 1990](#). Section 33 is enforceable by both the Environment Agency and the local authorities.

The penalties for these offences are:

- Summary conviction: to imprisonment for a term not exceeding 12 months or a fine or both; and
- On conviction on Indictment: to imprisonment for a term not exceeding five years or a fine or both.

Directors, officers and senior employees can be imprisoned, and there is the possibility of licences being revoked if the person in question is not regarded as a 'fit and proper person' following conviction.

The registered keeper of a vehicle is liable for conviction if their vehicle is used during a fly-tipping offence.

Anyone who produces waste has a duty of care under section 34 of the Environmental Protection Act 1990 to ensure that it is disposed of properly. Therefore a person may be guilty of an offence under section 34 if their waste has been found to be dumped, even if the dumping was carried out by someone else. The duty applies to both businesses and householders.

For further information see

<http://www.tacklingflytipping.com/Documents/NFTPG-CaseStudies/Fly-tipping-responsibilities-Guide-for-local-authorities-and-land-manage....pdf>

Brief description of the Communications Strategy

The communications strategy covers all forms of targeted marketing and communications, including public relations, publications, campaigns and one-to-one engagement and aims to:

- Set objectives in line with government and local authority strategic aims
- Support and raise awareness of local, regional and national waste communication initiatives.

The strategy focusses on the following areas:

Audiences

- Make use of data for identifying key target audiences e.g. waste analysis and recycling collection tonnages to identify priority areas for communications.
- Develop understanding of key stakeholders, partners, residents and the best methods of how to engage with and motivate them via different means.

Key messages

- Work in partnership to ensure that communications are consistent, clear and effective.
- Support groups, charities, individuals and businesses who are actively preventing waste and reusing e.g. by telling and sharing their stories.
- Motivate residents by letting them know how well they are doing.

Tools and activities

- Identify the communication methods that are most appropriate to communicating the key messages to target audiences.
- Embrace and utilise new digital communication technologies and use where appropriate.
- Encourage engagement from residents and respond to queries raised
- Work in partnership and support the community and charitable sectors to increase waste prevention, repair and reuse

Resources and timescales

- Work in partnership with stakeholders to achieve economies of scale, and budget/plan communications effectively.
- Keep residents informed of changes to waste and recycling services in good time.

Evaluation

- Assess how effective the strategy and communications are e.g. by carrying out market research and using analytical tools.
- Provide feedback to stakeholders on performance.
- Develop evidence-based communications where possible.

Report to: **Full Council**

Date: **17th December 2020**

Title: **Annual review of Health and Safety Policy Statement**

Portfolio Area: **Governance and Assurance (Cllr Pearce)**

Wards Affected: **All**

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

Date next steps can be taken:
Immediately following this meeting.

Author: **Ian Luscombe** Role: **Head of Environmental Health and Licensing**

Contact: **01822 813713 Ian.Luscombe@swdevon.gov.uk**

Recommendations:

That Council agree to adopt the revised Policy (as set out at Appendix A) and that it is signed by the Head of Paid Service and the Leader of the Council.

1. Executive summary

- 1.1 The Council is required to prepare a written health and safety policy statement by the Health and Safety at Work Act 1974. The policy should be agreed and signed off by the Head of Paid Service and the Leader of the Council.
- 1.2 The Joint South Hams District Council and West Devon Borough Council Health and Safety policy documents the Council's position regarding its intentions, organisation and arrangements for ensuring the health, safety and welfare at work of their employees, and the health and safety of any other person working in, visiting the Councils, or who may be affected by their activities
- 1.3 The policy is required to be reviewed annually and where appropriate, revised to reflect any significant change within the Organisation.
- 1.4 The policy has been amended to reflect changes in the Senior Leadership Team and in the Extended Leadership Team.

2. Background

- 2.1 The Council is required to have a written health and safety policy under the Health and Safety at Work Act 1974. The Policy is an important document to set the responsibility for the health and safety of staff in the Council's employment and those persons effected by its activities. The Policy covers the entire range of Council Services.
- 2.2 The Policy is supplemented by a number of Safety Codes dealing with specific issues relevant to particular Service Groups and/or activities, e.g., Work at Height, Working Alone, Incident Reporting, etc. These Codes will have the same status as the Policy
- 2.3 The Policy adopts a sensible approach to managing risk which reflects best practice and is based on integrated management principles enabling the Council to achieve a correct balance in managing health and safety as part of an overall risk management
- 2.4 The Policy should be reviewed annually and revised to include any significant changes

3. Outcomes/outputs

- 3.1 The Council is required to have a Health and Safety Policy agreed by senior management and members, signed off by the Head of Paid Service and the Leader of the Council

4. Options available and consideration of risk

- 4.1 There is a statutory requirement to agree and implement the Councils Health and Safety Policy. Failure to do so would risk prosecution by the Health and Safety Executive and put employee's health and safety at unacceptable risk.

5. Proposed Way Forward

- 5.1 The Council should agree the revised Health and Safety Policy and continue to review it on an annual basis and/or when significant changes occur.
- 5.2 The Risk Management Officer group should provide a basis for integrating health and safety into its management structure and achieve continuous improvement in health and safety standards.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	Health and Safety at Work etc Act 1974 The Policy conforms to the 2013 HSE guidance in order to ensure that the Council is legally

		compliant. Accordingly, the Policy needs to be formally adopted by the Council.
Financial	Y	Achieving legal compliance requires the Council's officers to actively engage in carrying out health and safety responsibilities intrinsic to their job role. The cost will be officer time which is accounted for within existing budgets. Achieving best practice will require an ongoing commitment to continuously improve the health and safety management system which will add to the cost of officer time.
Risk		The potential cost of not achieving legal compliance includes: i HSE enforcement costs ii legal and court cost iii compensation costs iv loss of credibility.
Comprehensive Impact Assessment Implications		
Equality and Diversity		The Policy applies to all members of staff and has considerations of the effect of Council activities on non-employees. Effective management of health and safety should ensure that equality and human rights are not infringed.
Safeguarding		Indirect impact derived from suitable and sufficient risk assessment of activities associated with vulnerable groups
Community Safety, Crime and Disorder		No direct impact
Health, Safety and Wellbeing		As above, indirect impact on wellbeing derived from suitable and sufficient assessment of risk of work activities, e.g. lone working
Other implications		None

Supporting Information

Appendices:

A - South Hams District and West Devon Borough Council's Health and Safety Statement.

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HEALTH AND SAFETY STATEMENT AND POLICY

Revisions

Version 1	September 2015
Version 2	November 2016
Version 3	July 2017
Version 4	October 2018
Version 5	November 2019
Version 6	November 2020

Health and Safety Statement

South Hams District Council and West Devon Borough Council are fully committed to ensuring a high standard of health and safety. The Councils recognise their statutory duties protect the health, safety and welfare of staff and others connected to our work activities. We recognise the potential strategic, operational and financial risks associated with failures in health and safety and the importance of maintaining a well-resourced internal health and safety service.

During the last year we have all seen the importance of keeping the workforce safe whilst working in difficult and uncertain conditions. The Health and Safety of our staff has been a priority while tackling the COVID-19 pandemic.

To demonstrate our commitment to health and safety we annually update the health and safety policy statement and have developed a health and safety improvement programme to continue the cycle of continuous improvement by reviewing and updating the health and safety procedures related to the work that we do. This statement, and the associated management systems detail how South Hams District Council and West Devon Borough Council will manage our health and safety responsibilities and deal with any incidents that may occur.

It will be the responsibility of the Councils' Senior Leadership team (SLT) to monitor the implementation of this policy and the councils' overall risk management performance. This will be achieved through the use of regular reporting commissioned by SLT and annual audits.

The Risk Management Group will be responsible for ensuring the work programme is delivered. They will champion health and safety compliance within the Community of Practice business areas.

The organisations have identified that technical expertise for health and safety will be provided by the Environmental Health Community of Practice. They provide advice and support to the organisation as necessary.

We expect all staff to take reasonable steps to be aware of the policy, risk assessments, and the controls identified. To support the Heads of Practice in assessing risks, implementing controls, and to actively engage in any training, exercises or workshops will arranged to test the organisation's effectiveness.

Members are required to make themselves aware of the health and safety arrangements that are likely to effect them.

The Councils are committed to ensuring that the internal health and safety service is adequately resourced to enable the full implementation of this policy. This commitment includes the provision of sufficient financial resources, management and employee time, training and advisory support. The Council has appointed a competent person to provide competent health and safety advice to the Councils.

This Health and Safety arrangements will be reviewed at least annually or more frequently where there have been significant changes to the Councils or factors affecting the Councils' activities.

Signed: _____

Date: _____

Andy Bates, Chief Executive

1. Statement of Intent

- 1.1 This is a statement of policy by South Hams District Council and West Devon Borough Council (the Councils) about their intentions, organisation and arrangements for ensuring the health, safety and welfare at work of their employees, and the health and safety of any other person working in, visiting the Councils, or who may be affected by their activities.
- 1.2 It is the intention of the Councils to do all that is reasonably practicable to provide safe and healthy working conditions for its employees and to enlist their support in achieving this. The Councils also recognise their responsibilities to ensure the health and safety of elected members, members of the public, visitors and contractors when on their premises and others who may be affected by their activities.

2. Policy

- 2.1 It is the policy of the Councils as employers that they will comply so far as is reasonably practicable, with the requirements of the Health and Safety at Work etc. Act 1974 and all other relevant statutory provisions.
- 2.2 This policy is supported by Codes of Practice that apply throughout the Councils and will have the same status as this policy. The Codes of Practice will reflect:
- minimum legal requirements
 - best practice.
- 2.3 The Councils will do all that is reasonably practicable to prevent personal injury and illness, loss and damage to premises, plant and equipment by:
- Appropriate assessment and management of risk for all activities and seeking to eliminate hazards and/or reduce risks;
 - ensuring appropriate competence of all employees in health and safety by the provision of information, instruction, training, supervision, management support and performance appraisal;
 - ensuring close co-operation and participation of management and staff through normal working relationships and consultation with employees.
- 2.4 The Councils will pursue the above aims by the implementation of the objectives at **Appendix A** and the new three year safety plan.
- 2.5 The remainder of this document contains the following sections:
- Organisation and responsibilities
 - Arrangements for implementation
 - Objectives.

3. Policy Review

- 3.1 This policy will be reviewed annually, in consultation with the unions, by the Internal Health and Safety Service who will advise the Senior Leadership Team (SLT) on possible amendments
- 3.2 The Codes of Practice will be reviewed by the Internal Health and Safety Service as and when legislation changes, best practice dictates or when otherwise necessary.

4. Organisation and responsibilities

- 4.1 This part of the policy describes the organisational arrangements within the Councils for ensuring health and safety at work. Health and Safety issues are line management responsibilities alongside and of equal importance to responsibilities for the provision of services and the management of resources.

4.2 Head of Paid Service

- 4.2.1 The **Head of Paid Service** has overall responsibility to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all the Councils' employees and members, to ensure, so far as is reasonably practicable, the health and safety of others who work in and visit the Councils or may be affected by the Councils' activities.
- 4.2.2 The **Head of Paid Service** will include Health and Safety in his/her annual report to Council.

4.3 Directors

- 4.3.1 Directors are responsible for the implementation of this policy in the areas over which they have control. Oversight of the function sits with the Director for Governance and Assurance.

4.3.2 Head of Environmental Health and Licensing

The **Head of Environmental Health and Licensing** will be responsible for providing an internal health and safety service to the Councils which will be the competent assistance as required by the Management of Health and Safety at Work Regulations 1999. To avoid confusion this should be a named officer.

4.4 Heads of Practice and Business Manager Case Management

Heads of Practice and the Business Manager for Case Management are responsible for ensuring the implementation, coordination and monitoring of this policy and associated Codes of Practice, and the overall health and safety management of the staff within their control. In particular, they must:

- carry out risk assessments and ensure that safe working conditions are maintained;
- ensure that staff within their control are trained and instructed in safe methods and comply with them;
- ensure that all accidents, incidents and near misses are reported and investigated and steps taken wherever possible to prevent a recurrence.

4.5 Heads of Practice may nominate officers with Day to Day Responsibility for Health and Safety in their respective services/departments and inform their staff and the Internal Health and Safety Service accordingly but this will not remove the Head of Practice's responsibilities.

4.6 **Employees**

Employees shall:

- take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions;
- co-operate with their manager in the implementation of this policy;
- follow safe working practices at all times;
- report accidents, incidents and near misses to their line manager;
- report unsafe working conditions and hazards to their line manager or other appropriate person.

4.7 **Key staff with additional health and safety responsibilities**

In addition to their responsibilities as managers the following Heads of Services will also have the responsibilities shown at **Appendix B**:

- Head of Environmental Health and Licensing
- Head of Maritime
- Head of Human Resources
- Members of the Internal Health & Safety Virtual Community of Practice group (HSvCoP)

4.8 **Members of the Internal Health & Safety Virtual Community of Practice group (HSvCoP)**

- Membership of HSvCoP will consist of Heads of Practice and Managers and other relevant persons
- The group will be a forum for discussion for Internal Health and Safety matters and responsible for developing and progressing health and safety awareness throughout the Councils.
- The group will identify and implement work programmes relating to internal health and safety, including a programme of auditing and review, and any other tasks arising to achieve compliance with regulatory requirements or best practice.

- A member of SLT will be in attendance. This will enable key decisions to be made or effectively escalated to SLT.
- This group will also be a point of contact for Union Representatives and Staff Forums.

4.9 Head of Environmental Health and Licensing (Internal Health and Safety)

The Head of Environmental Health and Licensing is responsible for the Internal Health and Safety service. The Internal Health and Safety service provides the competent advice to the Councils on matters relating to health, safety and welfare at work across the Councils. Their objectives include:

- providing specialist support and guidance to the Councils on the effective management of health and safety;
- to help promote and maintain a high standard of total health (physical and mental) for all persons working in the Councils;
- the safeguarding of all staff from health and safety hazards arising from their work or the environment by means of accident prevention, environmental control and prevention of injury and illness;
- to receive all Incident/Near Miss reports, maintain an Incident/Near Miss database and publish performance statistics.

5. Arrangements for implementation

5.1 This part of the policy describes the general arrangements for the implementation and monitoring of health and safety at work.

5.2 Strategic aims, objectives and three-year action plan

The aims, objectives and three-year safety plan set out the Councils' commitment to provide a healthy and safe environment for all those who work in and visit the Councils. The plan reflects best practice and is based on the principles of loss control and quality management.

This approach is designed to:

- a. address the health and safety implications of the various activities of the organisations;
- b. identify the hazards and assess the level of risk;
- c. apply the following general principles of prevention in the order shown:
 - avoiding risks;
 - evaluating the risks which cannot be avoided;
 - combating the risks at source;
 - adapting the work to the individual, especially as regards the design of workplaces, the choice of work equipment and the choice of working and production methods, with a view, in particular, to alleviating

monotonous work and work at a predetermined work-rate and to reducing their effect on health;

- adapting to technical progress;
- replacing the dangerous by the non-dangerous or the less dangerous;
- developing a coherent overall prevention policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the working environment;
- giving collective protective measures priority over individual protective measures; and
- giving appropriate training and instructions to employees.

5.3 Codes of Practice

5.3.1 Where a need is identified, through legislation, risk assessments, best practice, health and safety auditing, the proceedings of committees or other means, a Code of Practice will be established to set the standard of implementation and operation for the identified topic. These Codes of Practice will be reviewed as and when legislation changes or practice dictates.

5.3.2 The Codes of Practice shall have the same status as the main policy document and will outline how to implement the requirements of the main policy in specific risk areas.

5.4 Training

5.4.1 The Internal Health and Safety Service in conjunction with the training partnership and workplace managers and supervisors, will provide guidance on Health and Safety Training and general training needs, and identifying those key workers who should attend. The Internal Health and Safety CoP will administer health and safety training across the organisations and develop a training competency matrix, which will establish key training for all staff.

5.4.2 Each Service will ensure that good working arrangements for health and safety training exist. This training will include attendance at corporate induction training and appropriate special to job induction training.

5.4.3 Each Service will ensure that health and safety is included as an integral part of their annual business plan.

5.4.4 Records of safety training provided will be maintained on Team Spirit and but may also be maintained by service managers.

5.4.5 The identification of health and safety training needs is to be part of the annual appraisal process. Managers are responsible for identifying the training needs of individuals. The Internal Health and Safety Service needs in conjunction with Human Resources will be responsible for an analysis of the corporate training.

5.5 Risk assessment

5.5.1 Each manager/supervisor shall make a suitable and sufficient assessment of:

- the risks to the health and safety of his employees to which they are exposed whilst they are at work; and
- the risks to the health and safety of others who may be affected by their activities,

for the purpose of identifying the measures necessary to ensure a safe and healthy place of work.

5.5.2 In addition to the general risk assessment set out at paragraph 5.5.1 there may also be a need for a specific risk assessment and the need for that should be identified and if possible carried out at the same time. These specific assessments are shown in the appropriate Code of Practice on Assessment of Risk but include:

- manual handling ((including the lifting, putting down, pushing, pulling, carrying or moving of a load));
- display screen equipment (computing and word processing);
- hazardous substances etc;
- young people
- pregnancies.

5.5.3 Risk assessments will be reviewed:

- Periodically as recorded on the risk assessment;
- when an accident, incident or near miss occurs;
- when purchasing new equipment;
- changing work practices etc; or moving into a new work area.

5.5.4 Managers/supervisors are to monitor work activities to ensure that risk assessments and control measures are still suitable and sufficient and take appropriate action to review when necessary.

5.5.5 Where a need for a generic risk assessment is identified (e.g. work in offices, activities of a similar nature taking place in more than one service) the internal health and safety service will be responsible for carrying out the assessment and monitoring as required by paragraph 5.5.4

5.6 Health and safety standards, audit and inspection

5.6.1 A set of health and safety standards has been designed and each Service will make their own arrangements for reviewing their level of achievement annually

which will be reported in their service plan. The standards are shown at **Appendix C.**

5.6.2 The Internal Health and Safety Service CoP will develop a programme of audits and a standardised form to identify whether the management of risk has been carried out in each service area. The programme should be designed to reflect the needs of the Councils and the individual Service and will take into account the particular kinds of hazard or health and safety issues encountered. The timing of health and safety audits will appear in the annual safety plan and will be proportionate to the level and scope of the hazards and risks present.

5.6.3 The combination of the review of safety standards and the audit process is designed to ensure that we can demonstrate our level of health and safety management. The results will be analysed, considered, prioritised and shaped into an action programme.

5.7 Occupational health

5.7.1 Occupational health is concerned with work-related problems and health and safety in the work place. An occupational health service for staff is provided under arrangements made by Human Resources. Further details may be obtained from the Human Resources Office.

5.8 Incidents

5.8.1 Any incident or injury occurring whilst at work or on the Council's premises, however trivial it may appear at the time, must be reported to the Internal Health and Safety Service on the prescribed form.

5.8.2 Any report of an incident caused by defective fixtures and fittings, furniture, equipment etc. should make the cause clear so that steps can be taken to rectify the fault and avoid a recurrence.

5.9 First Aid Arrangements and Medical facilities

5.9.1 Details of first aid arrangements and medical facilities for the Councils are given in the appropriate Code of Practice and on the Health and Safety pages of the Intranet.

5.10 Eye tests for display screen equipment users

5.10.1 Members of staff or elected members who are users of display screen equipment (computers etc) are eligible for the refund of the cost of an eye test. If it is confirmed by the optician that they require spectacles specifically for display screen equipment use, a further refund may be provided for the cost of a basic pair of spectacles. Further details are available from the Internal Health and Safety Service and on the Health and Safety pages of the Intranet.

5.11 Smoking and vaping

5.11.1 Smoking or vaping is not permitted in any of the Council's premises. The text of the policy is set out in the appropriate Code of Practice and on the Health and Safety pages of the Intranet. This also extends to the use of E Cigarettes.

5.12 Emergency Procedures

5.12.1 Fire

Details of the procedure in the case of fire are provided at each of the Councils' premises. Fire Safety training is also covered on the Induction Courses which is mandatory for all staff, in the health and safety training prospectus and periodically as a refresher.

5.12.2 Emergency procedures for staff with disabilities

On joining the Councils, any member of staff or elected member who has a disability that might impede their evacuation or the evacuation of anyone else should bring this to the attention of their manager. A personal evacuation plan will be drawn up by the responsible manager, in conjunction with the Internal Health & Safety Service, and this should be brought to the attention of colleagues working in the same locality. Staff who develop a disability during their employment in the Councils should also consult their manager.

5.12.3 Threats Against the Councils

On receipt of a threat against the Councils including those by letter or suspect package suspicious letter or parcel, staff should:

- make no attempt to open it;
- place the package carefully on the nearest firm surface; and
- telephone Follaton House Building Management (extension 1227) and Kilworthy Park Facilities (extension 3611/3609)

5.13 Security

Responsibility for security within the Councils' premises rests with the manager of each site. Staff are however expected to exercise all reasonable vigilance and, in particular, are responsible for any visitors they may bring into the Councils' premises.

5.14 Arrangements for Names badges and access cards and for Access Control

Where there is a need to provide staff and elected members with name badges and access cards or for access control the Facilities service will make the necessary arrangements.

5.15 Consultation With Employees

5.15.1 Consultation with employees on health and safety matters is essential and a statutory requirement.

5.15.2 Suitable arrangements are to be put in place for staff consultation and Terms of Reference agreed as appropriate.

.....
Andy Bates
Chief Executive

.....
Judy Pearce
Leader of the Council

South Hams District Council
Follaton House
Totnes
TQ9 5NE

.....
Neil Jory
Leader of the Council

West Devon Borough Council
Kilworthy Park
Tavistock
PL19 0BZ

Date November 2020

Appendices

Appendix A Aims and Objectives

Appendix B Key Staff With Additional Health and Safety Responsibilities

Appendix C Standards Linked To Health and Safety Objectives

Aims and Objectives**Aims**

- To ensure that a robust safety management system is in place;
- To provide and maintain a work environment that is safe and without risk to health for all employees, contractors and others who may be affected by the activities of the council;
- To avoid all accidents and to ensure that no one suffers ill health as a result of working at South Hams District Council or West Devon Borough Council or by the activities of the Councils;
- To plan and manage activities so that hazards are assessed and risks eliminated or controlled in so far as is reasonably practicable by appropriate prevention and protection measures

Objectives

- Fully integrate health and safety into the management and decision-making processes within the Councils.
- Ensure appropriate systems are developed and maintained for the effective communication of health, safety and welfare matters throughout the Councils.
- Comply with all relevant Statutes, Regulations and Codes of Practice. The minimum standards that will be adopted by the Councils will be those required by law, although the Councils will always seek to exceed these where there is a demonstrable benefit.
- Devote appropriate resources in the form of finance, equipment, personnel and time to ensure the maintenance of health, safety and welfare standards.
- Provide necessary information, instruction and training to employees and others, including temporary staff, to ensure their competence with respect to health, safety and welfare.
- Ensure appropriate liaison with all necessary persons to ensure an appropriate standard of health, safety and welfare. The Councils will also ensure that adequate arrangements are also in place for ensuring the health and safety of non- employees who may be affected by the Councils' activities.
- Ensure that all employees are aware of their responsibilities to take reasonable care of themselves and others who could be affected by their acts or omissions and to co-operate with management in achieving the standards required.
- Ensure that managers are aware of their specific duties and responsibilities to comply with the letter and spirit of the Councils' policy and that the management of health, safety and welfare is an integral part of their function and their performance will be monitored along with their other duties.
- Carry out appropriate investigation of accidents, incidents and 'near-misses' and necessary action taken to reduce the likelihood of a recurrence.
- Establish procedures to ensure that safe equipment and plant are provided for employees and non-employees.
- Establish procedures for the appointing and monitoring of the competency of contractors.

Key Staff with Additional Health and Safety Responsibilities

1. Head of Environmental Health and Licensing, in addition to his enforcement responsibilities in the commercial sector, will:
 - a. Continue to be appointed as the Councils statutory appointed competent person under the health and safety at work act 1974
 - b. Provide a health and safety advisory service to the Councils by means of the Internal Health and Safety Service;
 - c. Advise the Internal Health and Safety Service on matters of Environmental Health and Licensing, relating to activities carried out by the Councils;
 - d. When necessary, monitor the atmosphere and assess noise levels in certain areas of work;
2. Head of Maritime will ensure that:
 - a. The Dartmouth Lower Ferry operates in accordance with the South Hams District Council's approved Domestic Safety Management Code as required by the Merchant Shipping (Domestic Passenger Ships) (Safety Management Code) Regulations 2001) and that reviews of the Code take place when necessary and at not less than 3 yearly intervals.
 - b. The Salcombe Harbour Safety Management System as required by the Department for Transport Port Marine Safety Code is produced and reviewed at the prescribed intervals.
3. Head of Human Resources will have responsibility for:
 - a. Advising elected Members and Officers on the personnel implications of the Councils' Health and Safety Policy;
 - b. Consultations and negotiations with representatives of the staff on those aspects of the Health and Safety policy which affect the staff and their conditions of employment;
 - c. In conjunction with the Internal Health and Safety Service provide suitable induction and other training for staff in health and safety matters, including the administration of the training programme and the organisation of training courses within the Council;
 - d. Ensure that an appropriate paragraph concerning risk management and health and safety is included in each job description.
4. Internal Health & Safety Virtual Community of Practice group (HSvCoP) will have responsibility for:

- a. identifying and implement work programmes relating to internal health and safety, including a programme of auditing and review, and any other tasks arising to achieve compliance with regulatory requirements or best practice.
- b. the administration of health and safety training across the organisations and develop a training competency matrix.

Standards linked to Health and Safety Objectives

Performance levels			
1	2	3	4
Communication and Consultation - <i>Management will ensure that appropriate systems are developed and maintained for the effective communication of health, safety and welfare matters throughout the Councils. The Councils will liaise and work with all necessary persons to ensure an appropriate standard of health, safety and welfare. The Council will also ensure that adequate arrangements are also in place for ensuring the health and safety of non- employees</i>			
Health & safety is not discussed and changes are made without consulting with staff or managers	Health & Safety is a standard item on managers meetings, for all staff during first week induction and following any incident. Changes which may affect H&S are openly discussed with managers	Health & Safety is a standard item on managers and team meetings, for all staff during first week induction and following any incident and as part of risk assessment. Changes which may affect H&S are openly discussed with managers and staff	Health & Safety is a standard item on managers and team meetings for all staff during first week induction and following any incident and as part of risk assessment. Any matters arising are followed up to a conclusion. Changes which may affect H&S are openly discussed with managers and staff and comments or arguments welcomed
Contractors - <i>The Councils will ensure that procedures are established for appointing and monitoring the competency of contractors.</i>			
Contractors are selected without considering any health and safety implications	Contractors are selected after checking their health and safety management and systems	Contractors are selected after checking their health and safety management and systems and agreeing method statements and working processes. The Council's Internal Health and Safety Service is involved.	Contractors are not used OR Contractors are selected after checking their health and safety management and systems and agreeing method statements and working processes. The Council's Internal Health and Safety Service is involved. Contractors are actively monitored during the contract works and a record is maintained.
Monitoring of health and safety including risk assessments and working practices			
No monitoring of health and safety takes place	When problems are brought to the attention of managers the matter is looked into	Regular checks of some aspects of health and safety are made	A programme of checks on health and safety is produced and followed
Planning including the effects of service changes and requirements on health and safety			

There is no consideration of health and safety in my planning	Health and safety is included in my Service Plan but not to any great extent	Health and safety is included in my Service Plan and general planning for my service. Key hazards are identified together with targets for removing or mitigating the risks	Health and safety is a feature of all planning in the service. My service plan identifies key hazards and shows targets for removing or mitigating the risks. Progress is actively monitored.
Risk assessment - <i>The Councils' approach to health, safety and welfare is based on the identification, management and control of risks. There are distinct benefits to be gained from providing a safe and healthy working environment, and appropriate levels of resources will be allocated to promoting, developing and maintaining the standards of health, safety and welfare within the Councils.</i>			
No risk assessments have been carried out	Risk assessments have been carried out for all activities	Risk assessments have been carried out for all activities, control measures put in place and communicated to those affected. Review of assessments is carried out	Risk assessments have been carried out for all activities, control measures put in place and have been communicated to those affected and training has been provided. Monitoring and reviewing of assessments is carried out and recorded.
Training - <i>The Councils will provide the necessary information, instruction and training to employees and others, including temporary staff, to ensure their competence with respect to health, safety and welfare.</i>			
Training is not provided.	Health and safety training needs are identified during the annual appraisal process but not monitored	Health and safety training needs are identified during the annual appraisal process, and when they arise during the year	Health and safety training needs are identified during the annual appraisal process, and when they arise during the year and monitoring carried out to ensure that training takes place

South Hams District Council and West Devon Borough Council aim to ensure equality of opportunity in the delivery of their policies, services and employment practices. South Hams District Council and West Devon Borough Council will challenge discrimination, and encourages other organisations within South Hams and West Devon to act in accordance with Equality legislation.

This Policy is available in large print or Braille upon request.

If you require any help completing associated paperwork please contact the Internal Health and Safety Service extension 1475.

**MINUTES OF THE MEETING OF THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD via SKYPE, ON WEDNESDAY,
9 SEPTEMBER 2020**

Members in attendance * Denotes attendance ∅ Denotes apologies			
*	Cllr V Abbott	*	Cllr K Kemp
*	Cllr J Brazil (Chairman)	*	Cllr M Long
*	Cllr D Brown	*	Cllr G Pannell
*	Cllr R J Foss (Deputy Chair)	*	Cllr K Pringle
*	Cllr J M Hodgson	*	Cllr R Rowe
*	Cllr T R Holway	*	Cllr B Taylor

Other Members also in attendance and participating:
Cllrs D O’Callaghan and J A Pearce

Officers in attendance and participating:

Item No:	Application No:	Officers:
All agenda items		Senior Planning Specialist; Deputy Monitoring Officer; Specialist (Place Making); Democratic Services Manager; and Specialist (Democratic Services)

DM.06/20 MINUTES
The minutes of the meeting of the Committee held on 8th July 2020 were confirmed as a correct record by the Chairman.

DM.07/20 DECLARATIONS OF INTEREST
Members and officers were invited to declare any interests in the items of business to be considered and the following were made:

Cllr R Rowe declared a personal interest in all four applications as she was a Member of the South Devon AONB Partnership Committee. Cllr Rowe remained in the meeting and took part in the debate and vote thereon:

Cllr B Taylor declared a personal interest in all four applications as he was a Member of the South Devon AONB Partnership Committee. Cllr Taylor was also absent from the DM Committee on 12th February when application **2434/18/ARM** was original heard and deferred, therefore although he remained in the meeting, Cllr Taylor took no part in the debate nor vote thereon:

Cllr G Pannell declared a personal interest in **1180/20/FUL** as the applicant is the son of an acquaintance. Cllr Pannell remained in the meeting and took part in the debate and vote thereon:

Cllr T Holway declared a personal interest in application **1430/20/HHO** as he has family living opposite the applicant.

Mr D Wright declared a personal interest in application **1093/20/FUL** as he plays football with the applicants. Mr Wright remained in the meeting but stood aside from gatekeeping for this application.

DM.08/20 **PUBLIC PARTICIPATION**

The Chairman announced the list of members of the public and town and parish council representatives, who had registered their wish to speak at the meeting.

DM.09/20 **PLANNING APPLICATIONS**

The Committee considered the details of the planning application prepared by the Planning Case Officer as presented in the agenda papers, and considered also the comments of Town and Parish Councils, together with other representations received, which were listed within the presented agenda reports, and **RESOLVED** that:

a) **1430/20/HHO** **14 Riverside Walk, Yealmpton, PL8 2LU**

Parish: Yealmpton

Development: Householder application for extension to rear of property

Case Officer Update: No update

Speakers included: Supporter – Ms Sarah Lock; Ward Member – Cllr K. Baldry

Recommendation: Conditional approval

Committee decision: Conditional approval

Conditions: 1. Standard time limit
 2. Adherence to plans
 3. Materials to match
 4. Surface water drainage

b) **2434/18/ARM** **"Allocated Site K5", Land at SX 729 440, West Alvington Hill, Kingsbridge**

Town: Kingsbridge

Development: READVERTISEMENT (Revised Plans Received and Amended Description) – Application for approval of reserved matters (appearance, landscaping, layout and scale) for 53 no. dwellings and associated garages,

infrastructure and landscaping following outline approval 28/0508/15/O for up to 60 no. dwellings, 0.5 hectares of employment land, 2 no. vehicular accesses, open space, play provision and drainage.

Case Officer Update: Another letter of representation had been sent to all Development Management Committee Members that morning. There had also been comments received from West Alvington Parish Council, Kingsbridge Town Council, and an additional Letter of Representation received. Kingsbridge Town Council had met the previous evening and voted 6-5 to object, and recommend refusal on grounds on house mix in JLP Dev 8. The Case Officer confirmed that the report had been concluded after the public consultation date, and any further representations that had been received following the completion of the written report, had been outlined at the Committee.

Speakers included: Supporter – Mr G. Hutton; Ward Members – Cllrs D. O’Callaghan and J. Pearce

It was confirmed that the Council’s Tree Officer was happy with the movement of the building away from the trees and hedges and that the protective fence during building was sufficient. However, it was agreed to move the protective fence away from the base of the hedge bank to increase that protection.

Recommendation: Grant reserved matters consent and discharge conditions 11 (foul drainage), 14 (landscaping) and 18 (LEMP) of 28/0508/15/O.

Committee Decision: Conditional approval – subject to the receipt of a revised Tree Protection Plan that moves the protective barrier for construction away from the base of the hedge that separates West Alvington Hill and the proposed apartment block.

- i. Conditions:
1. Development in accordance with the plans
 2. Full details and specification of any rootlock/hydroseed bank
 3. Before development proceeds above slab level, submission of a scheme for electric car charging points
 4. Inclusion of further areas of meadow/wildflower grass on western public open space
 5. Plan to accompany the LEMP and show the rotation of land for annual grass cut
 6. Details of play equipment and natural play areas to be submitted
 7. Details/samples of all external materials to be agreed
 8. All gates to rear gardens shall be same height as adjoining wall/fence and shall be lockable from both sides.
 9. Submission of details to show how the use of natural resources are minimised and how the development responds to climate change.

c) 1180/20/FUL

**Boatyard Building, Thorning Street, Salcombe,
TQ8 8DW**

Town: Salcombe

Development: Proposed change of use of first floor to open plan residential unit with B8 marine storage to ground floor

Case Officer Update: no update to report

Speakers included: Town Council – Cllr N. Turton; Ward Members – Cllrs M. Long and J. Pearce

During the debate it was clarified that the viability report had been published in May but the appendices were not published until the end of August, which was an error. However, no representations had been received on either the report or the appendices. Therefore, the publicity period was to be extended to 21 days from the publication of the viability report on the website to allow any further representations on the validity report and appendices to be made. Therefore, the conditional approval would be delegated approval from the Committee to the Chair, Ward Members, and the Head of Planning, subject to no additional comments raising material considerations.

Recommendation: Conditional approval subject to any comments on appendices and then delegated approval with Chair, Ward Members and Head of Planning

Committee decision: Conditional approval

Conditions:

1. Standard time limit
2. Adherence to plans
3. Flood evacuation plan prior to occupation
4. Flood resilient construction materials (prior to commencement)
5. Restriction of use of the ground floor to B8
6. To accord with precautions of ecology report
7. Unexpected contamination
8. Primary residency

d) 1093/20/FUL

**The Yard, Land at SX 699 454, Aunemouth Cross,
Bantham**

Parish: Churchstow

Development: Change of use, renovation and extension of existing redundant

farm building to create multi-purpose community facility including co-working hub with surfboard shaping workshop and ancillary cafe; replacement of existing equine sand school area with new five-a-side 4G football pitch; construction of new skate bowl and children's adventure play facilities; creation of communal farm and proposed substantial landscape enhancement including construction of wildlife pond, planting of community orchard/tree nursery and wildflower meadow, associated landscape and ecological enhancement measures together with the upgrade and expansion of the existing car parking area

Case Officer Update: Another letter of support and one of objection had been received. The Case Officer had received a letter from the agent confirming the adjacent landowner had indicated he was very happy for any works on his land to be party to S106 agreement. It was confirmed that the AONB had been consulted but had not responded.

Speakers included: Supporter – Mr M. Evans; Parish Council – Cllr S. Williams; Ward Members – Cllrs K. Kemp, J. Pearce and M. Long

Recommendation: Refusal

The Applicant confirmed they had agreed with the Parish Council to remove lighting from the car park and over the pitch. During the debate Members highlighted the need for rural leisure facilities which were family orientated. The facility was also recognised as having an educational aspect. Members acknowledged that while this application was contrary to some aspects of the JLP, the application was educational, had biodiversity themes, and provided increased leisure and health and well-being options for locals and tourists which outweighed the contrary JLP issues. Members were keen to ensure that, should this venture fail, there was no option to develop on this site in the AONB and would be requesting conditions to ensure this was covered. The Head of Planning clarified the S106 is to provide visibility splay for access works outside of the applicant's control which the Landowner would have to sign.

Committee decision: Delegated approval Head of Development Management, subject to signing of a Section 106 agreement and conditions to be agreed with Chair of the Committee, Vice Chair, and Cllrs Holway (proposer) and Kemp (Seconder).

DM.10/20 **PLANNING APPEALS UPDATE**

Members noted the list of appeals as outlined in the presented agenda report.

The Head of Development Management provided further details on specific recent appeal decisions.

(Meeting commenced at 10:00 am and was suspended at 1:35 pm; restarted at 2:00 pm and concluded at 3:48 pm)

Chairman

Voting Analysis for Planning Applications – DM Committee 9th September 2020

Application No:	Site Address	Vote	Councillors who Voted Yes	Councillors who Voted No	Councillors who Voted Abstain	Absent
1430/20/HHO (Yealmpton)	14 Riverside Walk, Yealmpton, PL8 2LU	Conditional Approval	Cllrs Abbott, Brazil, Brown, Foss, Hodgson, Holway, Kemp, Long, Pannell, Pringle, Rowe, Taylor (12)	(0)	(0)	(0)
2434/18/ARM (Kingsbridge)	Allocated Site K5, Land at SX 729 440, West Alvington Hill, Kingsbridge	Conditional Approval	Cllrs Abbott, Brown, Foss, Holway, Pannell, Pringle, Rowe (7)	Cllrs Brazil, Hodgson, Kemp, Long (4)	Cllr Taylor (1)	(0)
1180/20/FUL (Salcombe)	Boatyard Building, Thorning Street, Salcombe, TQ8 8DW	Conditional Approval	Cllrs Brazil, Brown, Foss, Holway, Pringle, Rowe, Taylor (7)	Cllrs Abbott, Hodgson, Kemp, Long, Pannell (5)	(0)	(0)
1009/20/FUL (Burchstow)	Land at SX 699 454, Aunemouth Cross to Bantham Cross, Bantham	Delegated Approval	Cllrs Brazil, Brown, Foss, Hodgson, Holway, Kemp, Long, Pannell, (8)	Cllrs Pringle, Rowe, Taylor (3)	(0)	Cllr Abbott (1)
Application No:	Site Address	Vote	Councillors who Voted Yes	Councillors who Voted No	Councillors who Voted Abstain	Absent

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**MINUTES OF THE MEETING OF THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD via SKYPE, ON WEDNESDAY,
7 OCTOBER 2020**

Members in attendance			
* Denotes attendance			
∅ Denotes apologies			
*	Cllr V Abbott	*	Cllr K Kemp
*	Cllr J Brazil (Chairman)	*	Cllr M Long
∅	Cllr D Brown	∅	Cllr G Pannell
*	Cllr R J Foss (Deputy Chair)	*	Cllr K Pringle
*	Cllr J M Hodgson	*	Cllr R Rowe
*	Cllr T R Holway	*	Cllr B Taylor
*	Cllr D O'Callaghan (substitute for Cllr Pannell)		

Other Members also in attendance and participating:
Cllrs H Bastone, J A Pearce and H Reeve

Officers in attendance and participating:

Item No:	Application No:	Officers:
All agenda items		Head of Planning; Senior Planning Specialist; Deputy Monitoring Officer; Democratic Services Manager; Specialist (Democratic Services); and Highways Officer (Devon County Council)
DM.24/20 - 9		Drainage Officer (Devon County Council)

DM.21/20 MINUTES
The minutes of the meeting of the Committee held on 9th September 2020 were confirmed as a correct record by the Chairman.

DM.22/20 DECLARATIONS OF INTEREST
Members and officers were invited to declare any interests in the items of business to be considered and the following were made:

Cllrs R Rowe and B Taylor both declared a personal interest in application 0857/20/HHO as she they were Members of the South Devon AONB Partnership Committee. Both Members remained in the meeting and took part in the debate and vote thereon;

Cllr J Brazil declared a personal interest in application 0265/20/ARM as he was the Local Ward Member. Therefore Cllr Brazil stood down as Chair for the afternoon session (during which this application was presented) and the Vice

Chair, Cllr R. Foss chaired the afternoon session. Cllr Brazil remained in the meeting and took part in the debate and vote thereon.

DM.23/20 **PUBLIC PARTICIPATION**

The Chairman announced the list of members of the public and town and parish council representatives, who had registered their wish to speak at the meeting.

DM.24/20 **PLANNING APPLICATIONS**

The Committee considered the details of the planning application prepared by the Planning Case Officers as presented in the agenda papers, and considered also the comments of Town and Parish Councils, together with other representations received, which were listed within the presented agenda reports, and

RESOLVED that:

6a) 2545/19/FUL “Land at Venn Lane”, Norton

Parish: Stoke Fleming

Development: Retrospective application for change of use of land to provide site for the Stagecoach bus depot and highway improvements.

Case Officer Update: There were no updates

Speakers included: Supporter – Ms A Burden; Parish Council – Cllr S Coupar; Ward Member – Cllr H Reeve; Neighbouring Ward Member – Cllr H Bastone

Recommendation: Conditional approval

During questions with the Case Officer, it was clarified that, should this application be approved, Condition 4 would be updated to reflect that the application is retrospective; a new condition would be applied to move the gates in by six metres to allow vehicles to pull off the road before the gates were opened; condition of hedge planting would involve Members; and an additional condition would be added to ensure that, if the site were vacated in the future, then it would be returned to its original condition and for agricultural use.

During the discussion Members noted that the site was outside of the development boundary as defined in the Joint Local Plan (JLP) and the agreement made during the Baker Estates application that Venn Lane would form the boundary with no further development beyond this lane. Some Members felt that approval would set a precedent and potentially allow increased development in the countryside.

It was also noted that while the Case Officer’s report made mention of the 260 chalets nearby, no mention was made of the houses right next to this site, which

would be affected by noise and fumes, and overlooking, and no mention was made of Environmental Health consultation.

Although the Case Officer had stated there were no traffic problems as the site and the field behind had been used for park and ride for the Dartmouth Royal Regatta, the Ward Member clarified that Highways had been so concerned about traffic that the Regatta had had to install traffic lights on this road. In addition, this park and ride facility had not been used for the last two regattas. It was felt that screening was very poor and that there had been no photograph supplied during the report that looked towards Venn Road. Members also felt that alternative sites had not been explored enough and that the industrial area in the Bakers Estate could be one such potential site.

Members acknowledged the importance of public transport and that a suitable site for Stage Coach was needed, however, due to access issues, visual amenity, and development outside of the JLP boundary, this site was not appropriate.

In the event of the recommendation for refusal being approved, the Head of Development Management informed Members that, as a retrospective application, there would then be a need to take enforcement action which was suggested to be delegated to him, in consultation with the Ward Member and the neighbouring Ward Members.

Committee decision: Refusal, with the Head of Development Management being given delegated authority, in consultation with the Chair, and Cllrs Foss and Long to take enforcement action.

Reasons: The proposed change of use at the site will result in an unacceptable visual incursion into the open countryside which will cause harm to the surrounding landscape and visual amenity, in conflict with policies DEV23 and TTV26 of the Joint Local Plan.

6b) 0857/20/HHO 3 Edwards Close, Thurlestone, TQ7 3BP

Parish: Thurlestone

Development: Householder application for first floor extension

Case Officer Update: In the 'Other Relevant History' on page 21, Members were requested to note the approved application for 7 Edwards Close (55/1292/15/F) is also - like 55/0092/12/ allowed at appeal at 11 Edwards Close - unimplemented and time expired. As such there is only one extant permission for an extension in Edwards Close (No.2).

Speakers included: Objector – Ms J. Munn; Supporter – Mr D. Gibby;

Parish Council – Cllr S. Crowther; Ward Members –
Cllrs J. Pearce and M. Long

Recommendation: Conditional Approval

During the debate for this application, discussions centred on the Joint Local Plan (JLP), Thurlestone's adopted Local Neighbourhood Plan (NP), JLP SDP Guidance for extensions and on the Development Brief, Master Plan and Design & Access Statement documents for the initial Reserved Matters application for the estate (which outlined that two storey buildings in the estate were aligned north to south). JLP Policy TP7 requires extensions should be subordinate in form and scale. Members felt that this application would not be subordinate in form to the host dwelling as required by NP policy, would involve a substantial 2-storey element of some scale and bulk running east to west and would be inappropriate development, having an adverse impact on the appearance of the dwelling, and the character and pattern of development locally, out of keeping with this sensitive area. Approval would undermine NP Policy thereby potentially setting a precedent. Members reiterated that the point of NPs being adopted was to give voice and control to local residents so disregarding the policies of the NP would be contrary to localism.

It was agreed it was not appropriate to specifically reference the Development Brief, Master Plan and Design & Access Statement documents for the initial Reserved Matters application in the reason for refusal but could be expanded upon in the event of an appeal.

Committee Decision: Refusal

Reasons: The proposed extension is not subordinate in form and is therefore an inappropriate form of development on Edwards Close, not locally distinct, out of keeping with the original design ethos and established character and pattern of development locally, contrary to Thurlestone Neighbourhood Plan Policies TP7 2.i, TP1 1 and TP1 2 and JLP Policy DEV 20 1, 2, 3 & 4.

9) 0265/20/ARM Field to Rear of 15 Green Park Way, Port Lane, Chillington

Parish: Stokenham

Development: Application for approval of reserved matters following outline approval 0771/16/OPA (Resubmission of 3193/18/ARM)

Case Officer Update: Officers had received several late objections over the last few days, including one that morning. The Case Officer understood that Members had also received some of these direct. Majority of issues raised had already been covered in the report with the exception

of the following updates:- Condition 18 (details for a pump) was no longer needed as current scheme no longer required a pump. Case Officer confirmed that density was 20 to 21 houses per hectare, lower than that stated in the report. Re the potential impacts of water discharge into SSSI (Site of Special Scientific Interest), the Environment Agency (EA) had stated they wanted more information, but given they were satisfied on the previous application that this was covered in the LEMP and conditions 15 and 16 on this current application required further details to demonstrate no impacts on the SSSI, Officers proposed the recommendation be changed to delegated approval subject to the EA confirming they were satisfied. Case officer confirmed that there would now be pavements on both sides of the access road in line with the drawings approved at outline stage.

Speakers included: Objector – Ms A Cadd-Harlington; Supporter – Mr E Lewis; Ward Member – Cllr J. Brazil

Recommendation: Conditional approval subject to the Environment Agency being satisfied with potential impacts on the SSSI, delegated approval with Chair, Ward Members and Head of Planning

During the debate, a great deal of time was given to the suggested drainage scheme with Members feeling that individual soakaways for each plot was a better way forward, although the Drainage Officer from Devon County Council (DCC) reiterated that both DCC and South West Water were happy with the proposed scheme. Some Members had concerns that the proposed root barrier membrane along the bund would guide tree and hedge roots down towards the houses on Green Park Way with potential structural damage. Following concerns that fences may impede flood water, the Case Officer confirmed that, if approved, a condition could be added to secure details of the fencing near the bund. The applicant confirmed that they would be happy to review bee, bat, and bird box deployment on the estate and the Case Officer confirmed this could be secured as part of the LEMP. Members made reference to the severe nature of flooding in the local area which most felt would be exacerbated by the scheme presented.

Committee decision: Refused

Reasons: The proposed layout does not facilitate a satisfactory scheme of surface water drainage to adequately manage flood risk. As such the proposal is contrary to DEV35 of the Plymouth and South West Devon Joint Local Plan; Paragraph 9.82 of the Supplementary Planning Document, with

particular reference to the proposal failing to demonstrate it does not increase flood risk elsewhere; and the National planning Policy Framework 2019, in particular paragraphs 149, 150 and 165.

DM.25/20 PLANNING PERFORMANCE INDICATORS

Members reviewed the performance indicators as outlined in the presented agenda report.

In discussion, particular reference was made to:

- (a) Quarter 1 dropped significantly because of the delays due to lockdown resultant from the Covid-19 Pandemic
- (b) Figures during May were relatively normal for that month, but June had seen exceptionally high numbers in terms of new planning applications received. Fee income is down compared to last year due to a drop in Major Applications.
- (c) Pg 32, enforcement – in Q1 larger amount than previous Quarter, number of cases closed still more than new ones being opening so workload was still coming down even although some staff were diverted onto covid duties earlier in the year, reducing resources.

DM.26/20 PLANNING APPEALS UPDATE

Members noted the list of appeals as outlined in the presented agenda report.

The Head of Development Management provided further details on specific recent appeal decisions.

(Meeting commenced at 11:00 am and was suspended at 1:55 pm; restarted at 2:40 pm and concluded at 4:35 pm)

Chairman

Voting Analysis for Planning Applications – DM Committee 7th October 2020

<i>Application No:</i>	<i>Site Address</i>	<i>Vote</i>	<i>Councillors who Voted Yes</i>	<i>Councillors who Voted No</i>	<i>Councillors who Voted Abstain</i>	<i>Absent</i>
2545/19/FUL	“Land at Venn Lane”, Norton	Conditional approval	Cllrs Brazil, Hodgson, Holway, Rowe (4)	Cllrs Abbott, Foss, Kemp, Long, O’Callaghan, Pringle, Taylor (7)	(0)	Cllr Brown (1)
2545/19/FUL	“Land at Venn Lane”, Norton	Refusal	Cllrs Abbott, Foss, Kemp, Long, O’Callaghan, Pringle, Taylor (7)	Cllrs Brazil, Hodgson, Holway, Rowe (4)	(0)	Cllr Brown (1)
0857/20/HHO	3 Edwards Close, Thurlestone	Refusal	Cllrs Hodgson, Holway, Kemp, Long, O’Callaghan, Pringle, Taylor (7)	Cllr Abbott and Brazil (2)	Cllrs Foss and Rowe (2)	Cllr Brown (1)
0265/20/ARM	“Field to rear of 15 Green Park Way”, Port Lane, Chillington	Refusal	Cllrs Abbott, Brazil, Hodgson, Kemp, Long, O’Callaghan, Pringle, Rowe, Taylor (9)	Cllr Holway (1)	Cllr Foss (1)	Cllr Brown (1)
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**MINUTES OF THE MEETING OF THE
OVERVIEW & SCRUTINY PANEL
HELD REMOTELY VIA SKYPE ON
THURSDAY, 8 OCTOBER 2020**

Panel Members in attendance:			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr L Austen	*	Cllr H Reeve
*	Cllr J P Birch (Chairman)	∅	Cllr J Rose
*	Cllr M Chown	*	Cllr P C Smerdon (Vice Chairman)
∅	Cllr S Jackson	*	Cllr B Spencer
*	Cllr J McKay	*	Cllr J Sweett
*	Cllr D M O'Callaghan	*	Cllr D Thomas
*	Cllr J T Pennington		

Other Members also in attendance:
Cllrs K J Baldry, H D Bastone, J Brazil, J D Hawkins, J M Hodgson, T R Holway, N A Hopwood, J A Pearce, K Pringle, R Rowe and B Taylor

Item No	Minute Ref No below refers	Officers in attendance and participating
All		Deputy Chief Executive and Democratic Services Manager
7(a)	O&S.13/20(a)	Head of Housing, Revenue and Benefits
7(b) and 7(c)	O&S.13/20(b) and O&S.13/20(c)	Director of Place and Enterprise
8	O&S.14/20	Head of IT and Senior Specialist – Projects, Governance and Assurance
9	O&S.15/20	Head of Strategy and Projects

O&S.10/20 MINUTES

The minutes of the meeting of the Overview and Scrutiny Panel held on 16 July 2020 were confirmed as a correct record and signed by the Chairman.

O&S.11/20 DECLARATIONS OF INTEREST

Members and officers were invited to declare any interests in the items of business to be considered during the course of the meeting but there were none made.

O&S.12/20 PUBLIC FORUM

In accordance with the Public Forum Procedure Rules, the Chairman informed that no questions had been received for consideration.

O&S.13/20 EXECUTIVE FORWARD PLAN

The Panel was presented with the most recently published Executive Forward Plan. In accordance with the Panel Procedure Rules, prior requests had been received for updates on:

(a) Housing Strategy: Progress Update

The Panel considered a report that presented a progress update on the Housing Strategy.

In the ensuing debate, particular reference was made to:-

- (i) consulting with partner agencies. Officers confirmed that they were committed to consulting on the draft Strategy with as many partner agencies as was practically possible. In addition, the list of consultees was currently being compiled and Members were able to add relevant agencies to that list by contacting the lead officer;
- (ii) the 'Better Homes, Better Lives' strapline. The Panel expressed its support for the proposed strapline and it was **PROPOSED** and **SECONDED** and when put to the vote declared **CARRIED** that this be reflected in the Panel recommendations to the Executive;
- (iii) the implications of the upcoming Planning White Paper. Such were the potential affordable housing implications arising from the Central Government Planning White Paper that a Member questioned the timing of the Strategy. In reply, the Deputy Leader emphasised the importance of the Council making progress on its Housing agenda and was of the view that the Strategy could be reviewed in the event of the White Paper coming into effect;
- (iv) the close linkages between the Strategy and the work of both the Climate Change and Biodiversity Working Group and the Council's Draft Recovery Plan;
- (v) affordable housing need. A Member cited an example of a number of carers working (but not living) in the South Hams and made the point that accurately identifying affordable housing need in the South Hams would be difficult;
- (vi) the existing housing stock. The Deputy Leader stated the importance of the Strategy not solely focusing on the development of new properties but equally making the best use of the existing housing stock in the South Hams;
- (vii) the invitation for the Panel to consider the results of the public consultation exercise. The Panel welcomed this invitation and it was **PROPOSED** and **SECONDED** and when put to the vote declared **CARRIED** that this should be incorporated into the Panel's Work Programme.

It was then:

RECOMMENDED

That the Panel **RECOMMEND** to the Executive that:

1. the progress made on the Housing Strategy be noted;
2. the 'better homes, better lives' strapline be supported;
3. it be noted that the Panel has requested that the results of the consultation exercise be reported back to a future Panel meeting; and
4. the proposed way forward be endorsed and that all Members continue to contribute to this key policy development.

(b) Formation of a Wholly Owned Company – Verbal Update

The Director of Place and Enterprise provided an update during which particular reference was made to:

- the legal agreement still to be concluded in light of the Council resolution arising from its meeting held on 13 February 2020 (Minute 75/19(g) refers);
- the importance of all partners being fully satisfied before the agreement was concluded;
- it being hoped that the agreement would be concluded before the end of December 2020;
- the £40,000 budget set aside to form a Community Benefit Society. In reply to a question, it was anticipated that the total spend would be much lower than the £40,000 cap that had been applied.

(c) Gypsy and Traveller Update and Options – Verbal Update

In his introduction, the Director of Place and Enterprise advised that it was intended that the report to be presented to the Executive meeting on 22 October 2020 would seek to:

1. Endorse a Strategy of Engagement with Devon County Council to work towards identifying a Gypsy and Traveller Site in the South Hams;
2. Endorse a Strategy of Engagement with Registered Provider partners to identify and manage a Gypsy and Traveller Site in the South Hams; and
3. Request that a further report be presented back to the Executive in the Spring of 2021.

In the ensuing debate, the following points were raised:

- Members welcomed the proposal to collaborate with Devon County Council and Registered Provider partners. In particular, a Member stressed the need for both transient and permanent sites to be brought forward and emphasised the current disparity in identified need between the County Council (80 pitches) and the District Council (5 pitches). In reply, officers reiterated the importance of co-operation between the District and County Councils and it was asked that dual-hatted Members help to progress this intention;
- A Member highlighted the trend whereby an increasing number of residents were living in their vehicles and it was recognised that there were different groups within the overall 'Gypsy and Traveller' category;
- Whilst stressing that this was a longstanding issue, a Member requested that greater progress needed to be made on this matter. In reply, another Member made reference to the associated difficulties and the amount of distress that was caused to local residents and the cost to the Council of clearing up sites. In his conclusion, the Member stated that sites needed to be established in locations where Gypsies and Travellers wished to be sited.

(d) Consolidation of Off-Street Parking Places Order – Verbal Update

Officers advised the Panel that this report had now been deferred to the Executive meeting to be held on 3 December 2020.

O&S.14/20 FUTURE IT PROJECT UPDATE

The Panel considered a report that presented an update on the Councils' Future IT Project.

During discussion, the following points were raised:-

- (a) Members paid tribute to the IT service for ensuring that the Council was able to operate as normal during the recent COVID-19 lockdown;
- (b) Members were informed that, in response to Skype for Business being decommissioned, the Council was in the process of piloting the Microsoft Teams platform as an alternative. Once officers were ready to formally launch the Teams platform, it was confirmed that a variety of training opportunities would be made available for Members.

It was then:

RESOLVED

That the progress of the Future IT Project and the evaluation of risks be noted.

O&S.15/20 OMBUDSMAN ANNUAL REVIEW LETTER 2020

A report was considered that presented the Ombudsman Annual Review Letter for 2020.

In discussion, the following points were raised:

- (a) The Panel noted that the current complaints process was to be reviewed in the upcoming months;
- (b) When questioned, officers advised that a revised Debt Recovery Policy was intended to be presented for adoption to the Council meeting to be held on 17 December 2020.

It was then:

RESOLVED

1. That the Ombudsman's Annual Letter for 2020 (as set out at Appendix A of the presented agenda report) has been reviewed; and
2. That the steps set out to ensure that the Council continues to address complaints fairly and in line with best practice be noted.

O&S.16/20 TASK AND FINISH GROUP UPDATES

(a) Locality Service

A Member of the Group advised that, in light of the COVID-19 impact, a revised set of Terms of Reference had been adopted at the last meeting.

The Group was next due to meet on 13 October 2020 and was still working towards presenting its concluding report to the Panel meeting to be held on 19 November 2020.

(b) Consultation and Engagement Strategy

Prior to the first meeting being held (at which the draft Terms of Reference would be presented for approval), there was a strong steer from the lead Executive Member and some Members of the Panel that a series of concluding recommendations should be presented to the next Panel meeting to be held on 19 November 2020.

O&S.17/20 ANNUAL PANEL WORK PROGRAMME

During consideration of the latest version of the Panel's Annual Work Programme, the following additions, amendments and deletions were made to the Programme:

- Members requested that Livewest representatives be invited to attend the Panel meeting on the afternoon of 14 January 2021. In terms of the purpose of this invitation, it was felt that the representatives could provide an update on:
 - Current and future activities and delivery programmes in the South Hams; and
 - The impact of COVID-19 on the organisation.
- In light of the Waste Contract Monitoring Report being scheduled to be considered at the Executive meeting to be held on 22 October 2020, it was agreed that this item should be removed from the Work Programme;
- It was agreed that the following items should be added to the list of those to be considered by lead officers and the Panel Chairman and Vice-Chairman for scheduling:
 - o The results of the public consultation exercise on the draft Housing Strategy (Minute O&S.13/20(a) above refers);
 - o An update on the Peer Review Action Plan;
 - o An update on the Town Centres Strategy; and
 - o An update on the Electric Charging Points. In discussion, a number of Panel Members stressed the importance of this matter and requested that, if at all possible, this item be scheduled for consideration at an earlier meeting of the Panel.

(Meeting started at 10.00 am and concluded at 11.35 am)

Chairman

**MINUTES OF THE MEETING OF
THE SALCOMBE HARBOUR BOARD
HELD VIA SKYPE ON MONDAY, 19 OCTOBER 2020**

Members in attendance			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr J Brazil (Chairman)	*	Ms A Jones
*	Cllr D Brown	*	Mr M Mackley
*	Cllr R J Foss	*	Mr H Marriage (Vice-Chairman)
*	Cllr M Long	*	Mr C Plant
		*	Mr I Stewart
		*	Mr M Taylor

Other Members in attendance and participating:
Cllr J A Pearce

Item No	Minute Ref No below refers	Officers in attendance and participating
All agenda items		Director of Place and Enterprise; Salcombe Harbour Master; Deputy Section 151 Officer; Estuaries Officer; and Democratic Services Manager

SH.9/20 MINUTES

The minutes of the meeting of the Salcombe Harbour Board held on 22 June 2020 were confirmed as a correct record.

SH.10/20 DECLARATIONS OF INTEREST

Members were invited to declare any interests in the items of business to be considered during the course of the meeting, and the following were made:

Ms Jones, Mr Mackley, Mr Marriage, Mr Plant, Mr Stewart and Mr Taylor each declared a disclosable pecuniary interest in all related agenda items by virtue of paying harbour dues to the Council. As a result of the Deputy Monitoring Officer granting each Board Member a dispensation, they were all able to take part in the debate and vote on any related matters (Minute SH.3/20 refers).

SH.11/20 PUBLIC QUESTION TIME

In accordance with the Public Question Time Procedure Rules, there was one issue raised:

Submission received from Mr Graham Allen:

'I would like to submit the following to this Board meeting:

Some Members of the Board here are aware that this year, my first year of owning a boat and enjoying the lovely scenery of the Estuary has been disappointing to discover the high crime of theft of vessels and equipment taken from them. Myself, I have had to report three crimes, theft and criminal damage.

Becoming aware and being informed by other boat owners, it seems crime is fairly common.

It would appear that the present security is in-effective with patrols not covering every day.

It would be interesting to know of any powers these patrols have and if there has been anyone detained or questioned.

I would like to propose that a CCTV camera be erected at New Bridge. Today's technology makes it achievable, act as a deterrent, may cut the crime figures and be cost effective in the long run and reduce insurance costs.

I have the support from Charleton Parish Council and Kingsbridge Estuary Boat Club and sum members of this committee.

I hope this proposal meets with the approval of this Board and the camera is installed by next season.'

In response, the Chairman thanked Mr Allen for his submission and advised that the issue of the harbour security contract would be considered further by the Board in accordance with agenda item 12: 'Harbour Update Report' (Minute SH.16/20 below refers).

SH.12/20

FEEDBACK FROM HARBOUR COMMUNITY FORUMS

The Board received verbal update reports from those Members who attended the Harbour Community Forums. The updates were given as follows:

Salcombe Kingsbridge Estuary Conservation Forum (SKECF)

The representative advised that the most recently scheduled SKECF meeting had been postponed as a result of the COVID-19 Pandemic. An e-newsletter update had been circulated to the SKECF membership and a Zoom meeting was to be held during the Autumn.

South Devon & Channel Shellfishermen

In emphasising the importance of the China market, the representative advised that the price of shellfish had been fluctuating greatly in recent months.

In addition, the representative confirmed that there had been very few incidents on the Fish Quay since her last update had been given to the Board.

Kingsbridge and Salcombe Marine Business Forum

The representative confirmed that a number of businesses had

successfully been in receipt of Discretionary Grant funding.

Kingsbridge Estuary Boat Club (KEBC)

The representative informed that he had nothing to report to this meeting.

East Portlemouth

The representative informed that he had nothing to report to this meeting.

SH.13/20 **2021/22 BUDGET**

The Board considered a report that sought to propose a draft 2021/22 Budget to Council.

In discussion, reference was made to:

- (a) the impact of the COVID-19 Pandemic. A Member felt that the draft 2021/22 Budget proposals did not reflect the impact of the Pandemic and he could see no justification for the proposal to contribute £163,000 in Reserves at this current time;
- (b) the work of both the Harbour Authority and Finance officers. A number of Members wished to thank officers for their work during the Pandemic and confirmed their support for the proposals as presented.

It was then:

RECOMMENDATION

That the Board **RECOMMEND** to Council approval of the proposed 2021/22 Budget (as set out within the presented agenda report).

SH.14/20 **FEES AND CHARGES 2021-22**

Consideration was given to a report that sought to recommend to Council that the draft Fees and Charges for 2021-22 be approved.

In discussion, the following points were raised:

- (a) A Member reiterated his earlier concerns (Minute SH.13/20 above refers) that the proposed Fees and Charges for 2021/22 were not sympathetic to the grave economic impact of the ongoing COVID-19 Pandemic;
- (b) An additional recommendation was **PROPOSED** and **SECONDED** as follows:

'That a Hardship Fund (up to £10,000 to be funded from the General Reserve) be established, with the details underpinning the Fund being presented back to the next Board meeting for its approval.'

mitigating the impact on local businesses of the COVID-19 Pandemic. In addition, it was requested that Council officers obtain a legal opinion on the feasibility of establishing such a Fund prior to the recommendation being presented to the Council meeting to be held on 17 December 2020. When put to the vote, this addition was declared **CARRIED**.

It was then:

RECOMMENDED

That the Board **RECOMMEND** to Council the proposed Fees and Charges (as set out at Appendix 1 of the presented agenda report) for implementation from 1 April 2021, subject to the establishment of a Hardship Fund (up to £10,000 to be funded from the General Reserve), with the details underpinning the Fund being presented back to the next Board meeting for its approval.

SH.15/20 **ENFORCEMENT OF BYELAWS AND HARBOUR DIRECTIONS**

The Council considered a report that sought a recommendation from the Board to adopt a revised Enforcement Policy.

In discussion, the Board wished to record its thanks to those who had been involved in the development of the Policy, which was considered to be a crucial piece of work.

It was then:

RECOMMENDED

That the Board **RECOMMEND** to Council that the revised Enforcement Policy (as set out at Appendix 1 of the presented agenda report) be adopted and, in the meantime, the draft Policy be uploaded on to the Council website.

SH.16/20 **HARBOUR UPDATE REPORT**

A report was presented that updated the Board on a number of recent issues affecting the Harbour.

In discussion, reference was made to:-

- (a) the increased number of open water and recreational users in the Harbour. In citing the increased number, some Members were of the view that there was a need to review the standard (and positioning) of signage within the Harbour;
- (b) the proposed dredging timetable. The Board expressed its support for the proposed dredging timetable as outlined in the presented agenda report;

- (c) Harbour Security contract. Members acknowledged the contents of Mr Allen's submission earlier in the meeting (Minute SH.11/20 above refers) and were aware of similar concerns having been raised over the current Harbour Security Contract. As a way forward, the Board concluded that it would be appropriate for a Working Group of Members (comprising of Ms Jones, Cllr Long, Mr Mackley and Mr Stewart) to be established to review the options for the next Harbour Security Contract. The importance of the involvement of local police representatives as part of the review was also recognised;
- (d) Electric charging points provision. Members were of the view that there was both a need to upgrade and increase the provision of electric charging points within the Harbour.

It was then:

RESOLVED

1. That the content of the Harbour Master's Update report be noted and endorsed;
2. That the funding of the dredging project (up to a maximum cost as set out in the agenda report) be approved and funded from the Salcombe Harbour General Reserve; and
3. That a Working Group (comprising of Ms Jones, Cllr Long, Mr Mackley and Mr Stewart) be established to review the options for the next Harbour Security Contract.

(Meeting commenced at 2.00 pm and concluded at 3.35 pm)

Chairman

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**MINUTES OF A MEETING OF
THE EXECUTIVE
HELD VIA SKYPE ON THURSDAY 22 OCTOBER 2020**

Members in attendance by skype:			
* Denotes attendance			
∅ Denotes apologies for absence			
*	Cllr K J Baldry	*	Cllr N A Hopwood
*	Cllr H D Bastone (Vice Chairman)	∅	Cllr D W May
*	Cllr J D Hawkins	*	Cllr J A Pearce (Chairman)

Also in attendance
Cllrs Abbott, Birch, Brazil, Chown, Hodgson, Holway, Long, O’Callaghan, Pannell, Pringle, McKay, Pennington, Reeve, Rowe, Smerdon, Spencer, Sweett, and Taylor

Officers in attendance and participating		
All items		Chief Executive; Deputy Chief Executive, Director of Place and Enterprise; S151 Officer; Director of Governance and Assurance; Democratic Services Manager; Head of Housing, Revenues and Benefits; Deputy Monitoring Officer; Senior Specialist Natural Resources & Green Infrastructure; Senior Specialist Finance; Specialist Democratic Services;
E.23/20		Specialist Place Making
E.28/20		Head of Commissioning & Contracts; Steve Longdon FCC
E.29/20		Senior Specialist Environmental Health

E.21/20 MINUTES

The minutes of the Executive meeting held on 17 September 2020 were confirmed as a true and correct record.

E.22/20 DECLARATIONS OF INTEREST

Members and officers were invited to declare any interests in the items of business to be considered during the course of this meeting but none were made.

E.23/20 PUBLIC QUESTION TIME

It was noted that the following public questions had been received in accordance with the Executive Procedure Rules, for consideration at this meeting. The Chairman advised that, since all of the questions were related to the same subject matter, then the lead Executive Member

would provide one combined response. Following this response, those members of the public who were in attendance would each then be invited to ask a supplementary question based upon the original response that had been given.

Q1 from Karen Squire:

Do the Executive Committee feel that it is appropriate for work to start on the Marldon Play Park redevelopment when there is no confirmed budget, no confirmed final quote, no completed project plans and no funding streams to bridge the gap between the cost, (at least £100,000) and the grant applied for (£45,000), as well as no documented feasibility studies undertaken, despite the area being well known for having hard bedrock close to the surface? The Parish Council have stated they will start ground works in the very near future despite none of the above being in place.

Q2 from Andrew Field:

(Background: I understand that Marldon Parish Council are requesting a grant award of £45,000 for the redevelopment of the Marldon Play Park located in Torfield at the Executive Committee Meeting on Thursday 22nd. October).

Are the Executive Committee satisfied that the bidding process for the redevelopment of the play park has been submitted on a like for like basis bearing in mind the large variation both in prices received and scope of proposed works?

Q3 from Martin Rogers:

Are the Executive Committee aware of the confirmed budget for the Marldon Play Park and where the additional funding streams are coming from? Sums discussed have ranged from £173,000 - £100,000

Q4 from Linda Balster:

Are the Executive Committee satisfied that due consideration has been given by the Parish Council to the refurbishment and improvement to the current amenities in the Play Park, bearing in mind that two recent reports haven't condemned any of the current equipment?

Q5 from Peter Moore:

(Background: I understand that Marldon Parish Council are requesting a grant award of £45,000 for the redevelopment of the Marldon Play Park located in Torfield at the Executive Committee Meeting on Thursday 22nd. October).

“The neighbourhood planning group is not sitting but these costs will affect any future plan. For eight months residents cannot speak at parish council meetings, letters have had no response, and the parish council has no social media presence, so how has the wider community been consulted?”

Qs 6 and 7 from Jason Elson:

6: Many residents aren't aware what's happening. There's a poster on the noticeboard but no posters around the village, no signs in the park or proper social media. The cost is significant and this could increase the precept affecting all residents. Is it appropriate to start without a full community consultation?

7: The information on the Parish website regarding the proposals is spread over several pages with details within the minutes. Do the Executive Committee consider the information complete, clear and easy for residents to follow?

Q8 from John Armstrong:

(Background: the Marldon play park plans include costly groundworks for disabled facilities).

Is the Executive Committee satisfied that proper consideration has been given to the fact that, despite these costs, there is no disabled access to Torfield itself? There are steep hills, steps, no pavements and no suitable entrances.

Response to all the questions:

'It is for Marldon Parish Council to decide on how best to manage its assets.

Marldon Parish Council own the site in question and it is for the Parish Council , not the District Council to determine how best to manage their finances, contract procedures and assets. Any complaints that the Parish Council has failed to follow its procedural rules should be addressed to the Parish Council.

The Parish Council has an arrangement with South Hams to undertake an insurance and inspection service of play parks, something we do for many parishes. This information has been made publically available. Recently, we understand the Parish has been considering what improvements and investments to make in its play park and has made a request to South Hams Council for some section 106 money, £45k, for works to the park and that they have published a consultation on their website.

The District Council receives contributions from developments within parishes that are to be used for the purposes of sport, recreation and community facilities. These are referred to as S106 funds. A request for S106 money in connection with Torfield Play Park was received last week (13th October), and officers have a meeting scheduled for today (22nd October) to review the request. Consideration of the request will be in line with the District Council's procedure rules.

An officer recommendation, in consultation with the local ward member, will be taken to the appropriate public meeting, which in

this case is expected to be the Executive on 3rd December.'

Supplementary Question from Karen Squire:

With regard to the response given, complaints had been raised with Marldon Parish Council on a number of occasions with regards to the play park and also with regard to many of the questions that had been raised at this meeting. Unfortunately, the Parish Council was refusing to respond and interact with members of the public. As had already been said, members of the public were not allowed to speak at Parish Council meetings and emails were not responded to. At the time when the Executive Committee would be considering the allocation of grant funding would Members be satisfied that the Parish Council had followed due and proper procedures?

In reply, the lead Member confirmed that the District Council would be looking into the Parish Council's procedures when we examine the eligibility for the Section 106 funds. In addition, the Member informed that he would provide a full and detailed response to the question outside of this meeting.

Supplementary Question from Peter Moore:

Mr Moore stated that the neighbourhood planning group was not currently meeting, but these costs would affect any future plan.

Mr Moore repeated the previously raised concerns whereby, for eight months, residents had been unable to speak at parish council meetings, letters have had no response, and the parish council had no social media presence. In questioning how the wider community had been consulted, Mr Moore asked Is it possible for the Executive committee to place a rider so that the funds are not released until there is a public consultation and objective evidence of residents' opinion published?

In reply, the lead Executive Member gave a commitment to provide a written response outside of this meeting.

Supplementary Question from Jason Elson:

The Parish Council state that they have run a consultation exercise on their website but they also state that they would not run a consultation as it is a refurbishment of the equipment. The consultation on the website relates to various plans and costs which did not relate to the plans and they were not like for like quotes and it was extremely confusing. To date, the consultation exercise had consisted of one poster next to the shops. As there was no community consultation, I believe that there should be a condition to the release of the funds that required the Parish Council to run a full and proper community consultation.

In response, the lead Executive Member again advised that he would provide a written response outside of this meeting.

At the discretion of the Chairman, some points were raised by the wider membership that included:

- (a) Clarification that the local Ward Member would be consulted prior to the report being presented to a meeting of the Executive meeting;
and
- (b) Some concerns being raised over the manner in which the Parish Council was conducting its business.

E.24/20 **EXECUTIVE FORWARD PLAN**

Members were presented with the Executive Forward Plan setting out items on the agenda for Executive meetings for the next four months and noted its content.

E.25/20 **MEDIUM TERM FINANCIAL STRATEGY FOR FIVE YEARS 2021/22 TO 2025/26**

The Executive was presented with a report that set out the Budget Strategy for the Council for the next five years and was the starting point for developing a meaningful strategy setting out the intention for all of the different strands of funding available to the Council. The report stated that the Council would then be able to rely on the strategy to inform future decisions.

The S151 Officer updated Members that there had been an announcement overnight that leisure centres had been awarded £100 million in Central Government grant funding and the Culture Secretary was urging leisure centres to apply for the grant. The Council had also had notice of the fourth tranche award of COVID funding from Central Government which amounted to £100,000 for the District Council which was welcomed news and was the result of collective lobbying.

The Leader introduced the report and confirmed that Central Government had announced that the funding settlement for 2021/22 would be announced late December.

A Member stated that they would like to see two extra recommendations to Council around lobbying the Government for second home owners to be charged extra council tax and also further lobbying the Government to close the business rates loophole on second home holiday lets. The Leader stated that there would be an opportunity for Members to work together to present these amendments to Council in December.

It was then **RECOMMENDED** that, as the Executive has considered the Medium Term Financial Strategy, it would **RECOMMEND** Council:

1. To set the strategic intention to raise council tax by the maximum allowed in any given year, without triggering a council tax referendum, to endeavour to continue to deliver services. The actual council tax for any given year will be decided by Council in the preceding February.
2. To continue to respond to Government consultations on Business Rates Reform

3. To continue to actively lobby and engage with the Government, Devon MPs, South West Councils and other sector bodies such as the District Councils' Network and the Rural Services Network, for a realistic business rates baseline to be set for the Council for 2022 onwards, when the business rates reset happens.
4. That the Council continues to lobby in support of the Government eliminating Negative Revenue Support Grant in 2021/22 (and thereafter) and continues to lobby for Rural Services Delivery Grant allocations which adequately reflect the cost of rural service provision.
5. That the Council maintains an Upper Limit on External Borrowing (for all Council services) as part of the Medium Term Financial Strategy of £75 million.

The Executive then **RESOLVED** to note:

- i) the forecast budget gap for 2021/22 of £0.138 million (1.5% of the current Net Budget of £9.4million) and the position for future years.
- ii) the current options identified and timescales for closing the budget gap in 2021/22 and future years, to achieve long term financial sustainability.

E.26/20

CAPITAL PROGRAMME MONITORING

The Deputy Leader introduced the report which advised on individual schemes on the capital programme and confirmed all remained within approved budgets.

During the discussion, it was confirmed that the Council was ceasing to pursue the Solar Investment, due to the risk exposure associated with the acquisitions. The main reason it was recommended not to pursue the Solar investment was the proposed changes to the Public Works Loan Board (PWLB) lending terms set out in the Government consultation. This was a key consideration regarding the timing of the decision. It was clear from the consultation that investment out of area (the solar investment was not within the District area) and investments primarily for yield, were unlikely to be allowable for borrowing from the PWLB in the future. The PWLB consultation was issued after the original consideration of the opportunity and had a major bearing on its suitability for the Council. In addition, geopolitical factors outside of the Council's control continued to have a significant impact on oil pricing and as a result there was a significant degree of volatility in energy prices. The impact of Covid19 on the Council's finances overall was also an important consideration in the decision. The spend on due diligence costs on the solar investment was £154,253.

A Member requested that the Audit Committee consider a future report on the solar investment within its Workplan and the Leader asked the Chairman of the Audit Committee to take this forward at a future meeting.

It was confirmed that the draft Climate Change & Biodiversity Strategy and Action Plan had an objective to look at renewable energy sites within the area when circumstances allowed.

It was then **RESOLVED** that the Executive note:

1. the content of the Monitoring Report.
2. that, following the earlier consultation with the Executive, the decision of the Chief Executive and the S151 Officer, was to cease to pursue the Solar Investments, due to the risk exposure associated with the acquisitions, as set out in section 3.16 and Appendix C of the presented agenda report.

It was also **RESOLVED** that the Executive **RECOMMENDED** to Council that

3. the anticipated underspend (£93,500) on Play Parks be used to set up a Play Area Renewals Revenue Earmarked Reserve to be used for replacement play area equipment as required, as per section 3.11 of the presented agenda report.

E.27/20

HOUSING STRATEGY

The Lead Member for Homes presented the Housing Strategy Report which was a new five year housing strategy from 2020/21 to 2025/26 and was in conjunction with West Devon Borough Council. Better homes, better lives was being suggested as a strap line for the overall strategy. The draft strategy would go out to public consultation in December 2020.

Following a brief discussion, it was then **RESOLVED** that the Executive:

1. note the progress of the Housing Strategy to date;
2. support the 'better homes, better lives' strapline;
3. note that the results of the consultation exercise are to be reported back to a future meeting of the Overview and Scrutiny Panel; and
4. endorse the proposed way forward and the need for all Members to continue to contribute to the development of this key policy.

E.28/20

WASTE AND CLEANSING CONTRACT PERFORMANCE

The Lead Member for the Environment outlined the report and highlighted the report was reviewing performance up to the end of the summer, ie before the recent route changes which, it was acknowledged, had had an impact on performance in some areas.

The additional savings from the implementation of the Devon Aligned Service were delayed, due to the delay to the go live date and this was confirmed as a direct result of the delays incurred due to the covid pandemic. It was noted that waste collections during the summer had been under greater pressures due to covid and increased visitor numbers and that FCC (the Council's Waste and Cleansing Contractor) had dealt with this well, with significant reduction in missed collections. It was also noted that the new service would now be introduced in March 2021.

It was confirmed that the new depot in Ivybridge would be completed by the end of October with the build due to finish on Tuesday, 27 October 2020. Some alterations to the new rounds may be required next March when the new recycling vehicles would be introduced but it was expected that these would be minimal.

Officers were requested to review who received waste change letters and that those to second homes and/or holiday lets were sent to the registered address rather than the actual address as this appeared to have caused some issues with the recent round changes.

Members thanked those officers who had attended recent Town and Parish Council meetings to present on the new waste rounds and service.

It was then **RESOLVED** that the Executive:

1. Acknowledge the overall success of the performance of the waste and cleansing contract as measured by the key contractual objectives, including a significant reduction in the number of missed collections since the contract began.
2. Acknowledge that there were also opportunities for improvement in some areas and these have already been, or will be addressed by the plan to improve performance in areas of street cleansing.
3. Note the new recycling (Devon aligned) service update.
4. Note the progress of the commercial waste review with an outcome report to be presented to the Executive next spring

E.29/20

GYPSY & TRAVELLER REPORT

The Lead Member for Environment presented a report that outlined the lack of official Gypsy and Traveller site provision in the South Hams area which led to unauthorised sites appearing which often led to enforcement action which was lengthy and expensive. Officers continued to work with neighbouring Local Authorities and other registered partners to find appropriate sites. It was confirmed that the planned forum had been delayed due to covid restrictions but that virtual conversations had been continuing.

It was confirmed that a localised needs assessment was underway to clarify the number of sites/pitches required.

It was then **RESOLVED** that the Executive:

- 1) Endorse a strategy of engagement with Devon County Council, to work towards identifying a Gypsy and Traveller site in the South Hams area.
- 2) Endorse a strategy of engagement with Registered Provider partners to identify and manage a Gypsy and Traveller site in South Hams area.
- 3) Request that the Senior Specialist Place-making (Affordable Housing) report back to Executive in Spring 2021 setting out progress and seeking approval to proceed with any site that had been identified.

E.30/20 **TRACK AND TRACE HARDSHIP PAYMENTS – USE OF URGENCY POWERS PROVISION**

The Leader updated the Executive on the recent use of urgency powers due to the new track and trace scheme needing to be introduced before the Executive could meet. It was confirmed that these discretionary payments were for those not receiving benefit support and who were on low income.

It was then **RESOLVED** that the Executive note the urgency action taken by the Head of Paid Service, in consultation with the Chairman and Vice-Chairman of the Executive, to approve the Discretionary element of the Track and Trace Support Payment.

E.31/20 **GRANT AWARD**

The Leader and the Lead Member for Health and Wellbeing updated the Executive on the recent award of the Green Homes Grant.

Following an officer bid application, South Hams District Council had been awarded £336,750 from this grant. A number of Members wished to put on record their thanks to the officers for successfully obtaining this grant funding and acknowledged the associated tight timescales involved in spending these monies.

It was then **RESOLVED** that the Executive:

1. Note the successful bid and award of the sum of £336,750 from the Government's Green Homes Grant scheme for 2020/21;
2. Note the allocation of £200,000 from the Council's approved Disabled Facilities Grant/Regulatory Reform Order 2020/21 capital budget, to support work to reduce fuel poverty and reduce carbon

emissions, with any underspend of this allocation being carried forward into 2021/22. This is Government funding which the Council receives from the Better Care Fund; and

3. Approve the sum of £20,000 from the Climate Change and Biodiversity Earmarked Reserve, to support delivery of the Green Homes Grant scheme, bidding for future funding, and work to improve the energy efficiency of the existing private sector housing stock, in line with the Council's emerging Climate Change and Biodiversity Strategy.

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF E.25/20 PART 1 TO 5, AND E.26/20 PART 3 WHICH WERE RECOMMENDATIONS TO THE COUNCIL MEETING HELD ON 17 DECEMBER 2020, WILL BECOME EFFECTIVE FROM 5.00PM ON MONDAY 2 NOVEMBER 2020 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).

(Meeting commenced at 10:00 am and concluded at 1:19 pm)

Chairman

**MINUTES OF THE MEETING OF THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD via SKYPE, ON WEDNESDAY,
4 NOVEMBER 2020**

Members in attendance			
* Denotes attendance			
∅ Denotes apologies			
*	Cllr V Abbott	*	Cllr K Kemp
*	Cllr J Brazil (Chairman)	*	Cllr M Long
∅	Cllr D Brown	*	Cllr G Pannell
*	Cllr R J Foss (Deputy Chair)	*	Cllr K Pringle
*	Cllr J M Hodgson (from 2:00pm)	*	Cllr R Rowe
*	Cllr T R Holway	*	Cllr B Taylor
*	Cllr H Reeve (substitute for Cllr Brown)		

Other Members also in attendance and participating:
Cllrs H Bastone and J A Pearce

Officers in attendance and participating:

Item No:	Application No:	Officers:
All agenda items		Head of Planning; Senior Planning Specialists; Deputy Monitoring Officer; Democratic Services Manager; Specialist (Democratic Services);
DM.30/20 – 6a & 6b		Highways Officer (Devon County Council)

DM.27/20 MINUTES
The minutes of the meeting of the Committee held on 7th October 2020 were confirmed as a correct record by the Chairman.

DM.28/20 DECLARATIONS OF INTEREST
Members and officers were invited to declare any interests in the items of business to be considered and the following was made:

Cllr Abbott declared a personal interest in application number 2312/20/HHO as he had known the agent over many years and proceeded to remain in the meeting and took part in the debate and vote thereon.

DM.29/20 PUBLIC PARTICIPATION
The Chairman announced the list of members of the public and town and parish council representatives, who had registered their wish to speak at the meeting.

DM.30/20

PLANNING APPLICATIONS

The Committee considered the details of the planning applications prepared by the Planning Case Officers as presented in the agenda papers, and considered also the comments of Town and Parish Councils, together with other representations received, which were listed within the presented agenda reports, and **RESOLVED** that:

0704/20/FUL

**Higher Venice Barn, Allaleigh, Blackawton,
Totnes, TQ9 7DL**

Parish: Cornworthy

Development: Conversion of a barn to dwelling and associated landscaping (READVERTISED).

Case Officer Update:

Requires a Section 106 Agreement restricting the property to local use (in perpetuity); A number of works are proposed to the Green Lane which include the addition of a speed bump, passing places and resurfacing with 803 material to the satisfaction of DCC Highways department – any existing public use would remain available post-consent; Matters concerning on-site trees are considered acceptable (subject to approved plans) and rights to fell / prune trees remain the responsibility of the applicant / relevant land owner(s).

Speakers included: Objector – Ms S Jaine; Supporter – Mr M Evans;
Parish Council – Cllr Kirkland; Ward Member – Cllr J McKay;

During discussions it was clarified that if evidence of Barn Owl nesting was present, then the relevant pre-commencement condition was engaged. The barn owl nesting box would be re-established and retained following the completion of the works. A sprinkler system would be built into the new home and a Low-Carbon Development Plan condition to be added.

Recommendation: Conditional approval

Committee decision: Conditional Approval

Conditions:

Time Limit
Approved Plans
Unexpected Land Contamination
Site Access
Off-site Highways Works
Car Parking
Foul
Surface Water Drainage

Enhancements (Pre-commencement)
Bat Emergence Survey Report Adherence
Barn Owl Survey (Pre-commencement)
Evidence of Barn Owl Nesting (Pre-commencement)
CMP (Pre-commencement)
Conservation Style Rooflights
Details / Samples
Natural Stone
Natural Slate
803 Material
Remove PD Rights
Low-Carbon Development Plan.

2116/20/HHO **1 Barrack Road, Modbury, PL21 0RB**

Parish: Modbury

Development: Householder for proposed parking bay

Case Officer Update: No update.

Speakers included: Supporter – Mr J Joseph; Ward Member – Cllr B Taylor

Recommendation: Refusal

During the debate for this application, it was confirmed that there were parking areas nearby and approved parking for neighbouring houses. Members noted that safety by the school would be improved by taking these cars off the street as parents with young children and prams currently had to walk in the road to pass vehicles parking in the street.

Committee Decision: Conditional Approval

Conditions:

Time limit

Accord with plans

Pre-commencement drainage condition (surface water)

2312/20/HHO **1 Paper Makers Lane, Ivybridge, PL21 0JZ**

Town: Ivybridge East

Development: Householder application for alteration and extension to existing porch, installation of board over-cladding on first floor elevations, adaption of ground floor openings on East elevation including new stepped arrangement to garden and adjustment of section of garden wall.

Case Officer Update: Correction to A2a reference (houses in AONB) but should be A3a, ie houses outside of AONB

Speakers included: Supporter – Mr I Hodgson; Ward Members – Cllrs V Abbott and K Pringle

Recommendation: Refusal

During the debate, it was confirmed that cladding on the first floor would necessitate insulation behind the cladding as building regulations had subsequently changed. Some Members disagreed with the officer comments that the cladding would result in an unduly prominent building within the street scene, and were of the view that diversity was sometimes beneficial.

Committee decision: Conditional approval

Conditions:
Time limit
Accord with plans
Surface water drainage

1751/20/HHO **Bulland Farm, Bulland, Ashburton, TQ13 7NG**

Parish: Staverton

Development: Householder application for replacement single storey side extension and internal and external alterations.

Case Officer Update: Officer updated Members regarding the overview of bat issue, and IROPI – derigation test from Natural England which would need to be applied for bats

Speakers included: Supporter – Dr L. Middleton; Ward Member – Cllr J Hodgson

Recommendation: Refusal

During the debate, some Members stated their opinion that the extension would be subservient. It was acknowledged there would be some impact on the bat population in the garden but the maternal colony in the main house would not be disturbed and that a condition would be applied for more bat boxes in the orchard. The demolition aspect of the build would also need to be timed to have minimum impact on the bat colony, plus a lighting condition for dawn and dusk.

Committee decision: Conditional approval, with delegated authority being granted to the Head of Development Management, in consultation with the Committee Chairman and the

Local Ward Member to agree the conditions.

Conditions (NB: at the time of drafting these minutes, these are still to be agreed by the Chairman of the Committee and the local Ward Member and these will be reported (and then minuted) at the Committee meeting to be held on 2 December 2020).

DM.31/20 PLANNING APPEALS UPDATE

Members noted the list of appeals as outlined in the presented agenda report.

The Head of Development Management provided further details on specific recent appeal decisions.

DM.32/20 PLANNING PERFORMANCE INDICATORS

Members reviewed the performance indicators as outlined in the presented agenda report.

In discussion, particular reference was made to the impact of Covid 19 on the number of applications registered in April and May 2020. The DM Manager confirmed that there were few, if any, allocated sites now without permission which would impact on the future fees earned. It was also noted that planning enforcement cases had increased in quarters one and two of this year, however, the rate of case closure continued to positively impact on the backlog.

(Meeting commenced at 11:00 am and was suspended at 1:08 pm; restarted at 2:00 pm and concluded at 3:39 pm)

Chairman

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**MINUTES OF THE MEETING OF THE LICENSING COMMITTEE HELD
REMOTELY VIA SKYPE ON THURSDAY 5 NOVEMBER 2020**

MEMBERS

* Cllr D Brown - Chairman

* Cllr T R Holway - Vice-Chairman

∅ Cllr R Foss

* Cllr J M Hodgson

* Cllr K Kemp

∅ Cllr D W May

* Cllr G Pannell

* Cllr K Pringle

* Cllr H Reeve

* Cllr R Rowe

∅ Cllr P C Smerdon

∅ Cllr D Thomas

* Denotes attendance

∅ Denotes apology for absence

Officers in attendance and participating:

Licensing Specialist; Deputy Monitoring Officer; and Democratic Services Manager

L.01/20 MINUTES

The minutes of the meeting of the Licensing Committee held on 30 January 2020 and the Licensing Sub-Committee held on 12 August 2020 were both confirmed as a true and correct record.

L.02/20 DECLARATIONS OF INTEREST

Members were invited to declare any interests in the items of business to be considered during the course of the meeting and these were recorded as follows:

Cllr G Pannell declared a personal interest in agenda item 5: '*Review of Statement of Licensing Policy for 2021-2026*' (Minute L.03/20 below refers) by virtue of his wife being a licensee for a local Village Hall and remained in the meeting and took part in the debate and vote thereon.

L.03/20 REVIEW OF STATEMENT OF LICENSING POLICY FOR 2021 – 2026

Consideration was given to a report that sought to recommend to the Council that the draft Licensing Policy be adopted.

In discussion, reference was made to:-

(a) some minor grammatical errors. It was agreed that a Member who had noticed some minor grammatical errors within the draft Policy would liaise with the report author and ensure that these were included prior to it being presented to Council for adoption;

- (b) the representations received during the public consultation exercise. On behalf of the Committee, the Chairman thanked those members of the public and local stakeholders who had taken the time to make representations during the public consultation exercise. In particular, the Committee hoped that a satisfactory resolution could be reached to the response received from the representative of Totnes Cinema;
- (c) the robustness of the draft Policy. The Committee wished to put on record its thanks to the lead officer for her work in producing the draft Policy. In addition, a Member advised that she had attended a recent Licensing training event and felt that the draft Policy was a robust document that would help both Members and officers.

It was then:

RESOLVED

That the Committee:

1. has considered the draft Licensing Policy (as detailed at Appendix A of the presented agenda report) and responses received during the public consultation exercise; and
2. **RECOMMEND** to Council that the draft Licensing Policy (as detailed at Appendix A of the presented agenda report) be adopted for the period from 7 January 2021 to 6 January 2026, subject to inclusion of the minor grammatical amendments (as set out at discussion point (a) above).

L.04/20

SUMMARY OF NEW / VARIATION APPLICATIONS RECEIVED FOR PREMISES LICENCES AND CLUB PREMISES CERTIFICATES BETWEEN 1 OCTOBER 2019 TO 30 SEPTEMBER 2020

Members were presented with a paper that provided them with a summary of the licences that had been issued between 1 October 2019 and 30 September 2020.

It was then:

RESOLVED

That the summary of licences issued between 1 October 2019 and 30 September 2020 be noted.

(Meeting commenced at 10.05am and concluded at 10.30am).

Chairman

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**MINUTES OF A MEETING OF
THE EXECUTIVE
HELD VIA TEAMS ON THURSDAY 3 DECEMBER 2020**

Members in attendance:			
* Denotes attendance			
∅ Denotes apologies for absence			
*	Cllr K J Baldry	*	Cllr N A Hopwood
*	Cllr H D Bastone (Vice Chairman)	*	Cllr J A Pearce (Chairman)
*	Cllr J D Hawkins		

Also in attendance
Cllrs Abbott, Austen, Birch, Brazil, Foss, Holway, Long, O'Callaghan, Pannell, Pringle, McKay, Reeve, Sweett, and Taylor

Officers in attendance and participating		
All items		Senior Leadership Team; Monitoring Officer; and Democratic Services Manager
Items 7 & 8	E.39/20 and E.40/20	Senior Specialist Parking
Item 10	E.42/20	Head of Housing, Revenues and Benefits
Item 11	E.43/20	Specialist – Place Making (Open Space, Sport and Recreation)
Item 12	E.44/20	Senior Specialist (Waste)
Item 13	E.45/20	Head of Assets

E.32/20 MR DAVID MAY

Since this was the first formal Member meeting since Cllr David May (District Council Member from May 2003 to 2 December 2020) had sadly passed away, the Leader paid a glowing tribute to him. In so doing, the Leader stated that David had been a funny, generous, kind and devoted family man and a successful businessman too. During his terms of office, David had proven to be a competent and hardworking colleague, who had served his constituents well and was a much valued and appreciated Member of the Council.

Members then proceeded, as a mark of respect, to observe a moment's reflection in his memory.

E.33/20 APOLOGIES FOR ABSENCE

The Leader informed the meeting that, whilst not a Member of the Executive, Cllr Rowe had formally offered her apologies to this meeting. In her capacity as Chairman of the Council, Cllr Rowe was instead attending the funeral of Mrs Kath Pennington and, on behalf of the Council, the Leader extended her best wishes to Cllr Pennington at this very sad time.

E.34/20 MINUTES

The minutes of the Executive meeting held on 22 October 2020 were confirmed as a true and correct record.

E.35/20 DECLARATIONS OF INTEREST

Members and officers were invited to declare any interests in the items of business to be considered during the course of this meeting but none were made.

E.36/20 URGENT BUSINESS

The Chairman advised that she had agreed for one item of urgent business to be raised at this Committee meeting. The item related to the Additional Restrictions Grant (ARG) scheme and was considered urgent in line of the associated time constraints.

In discussion, the importance of this Scheme was recognised.

It was then:

RESOLVED

1. That the Additional Restrictions Grant (ARG) Scheme (as set out in Appendix A and including the Scheme of Delegation to administer the scheme contained therein) be noted;
2. That approval be given to the use of £50,000 from the ARG funding for wider business support measures; and
3. That expenditure against the Reserve be delegated to the Director of Place and Enterprise and Head of Place Making, in consultation with the Leader of the Council.

E.37/20

PUBLIC QUESTION TIME

It was noted that three public questions had been received in accordance with the Executive Procedure Rules for consideration at this meeting. These were as follows:

Q1 from Mr Tony Dale:

Clean Air Strategy Draft re. Totnes Air Quality Management Area:

In reference to Totnes, it makes no recommendations for planting of any sort. Yet trees and shrubs are the only available tool for mitigating NOx emissions. Can the department liaise with landscapers to ensure the science of trees and air quality is fully understood and able to be actioned?

In response, Cllr Hawkins made the following statement:

'Since the early days of the Local Air Quality Management legal regime in the 1990s, DEFRA guidance for reducing pollution had focussed very much on technical measures for getting pollutant levels below the legally binding objectives in as short a time as possible.

In Totnes, the only pollutant listed in the legislation that breached the objective level was Nitrogen Dioxide (NO₂), which was breached at specific locations alongside the A385. Along with other local authorities, South Hams District Council had tried to follow DEFRA advice on reducing this pollutant, and measures in our Air Quality Plans and Air Quality Strategy had therefore tended to focus on technical means to directly reduce the sources of Nitrogen Dioxide, eg. by promoting the use of less polluting technology in vehicles and the increased use of more sustainable travel as well as liaising with the highways authority (DCC) about improvements to road layouts to ease congestion etc.

Very recent research (ref 1 below) suggested that this approach was justified because although vegetation was generally beneficial for air quality (as plants could take up some pollutants and also act as a barrier to polluted air) it was not seen as an effective overall solution to air quality problems. This was because the beneficial impacts of vegetation on air quality varied according to circumstances and the pollutant under consideration. For example, regarding Nitrogen Dioxide and other nitric oxides (NO_x), vegetation had been deemed to be generally of little benefit. It was reported that uptake of NO_x gases was not effectively made by vegetation and soil actually could be a source of NO (Nitric Oxide) so the presence of soil in an urban environment could at least partially offset any potential benefits of vegetation on NO_x removal (ref 1 below).

Trees and other vegetation could act as a barrier to pollutants in the air but such barriers may be impractical to implement in narrow street canyons where the worst excesses of nitrogen dioxide tended to occur. Indeed in Totnes, a key location where NO₂ levels exceeded the objective was the terrace of cottages immediately adjacent to the road on Bridgetown Hill. Planting trees along here would clearly not be possible.

In some situations, tree planting could exacerbate the build-up of pollution within streets by reducing air-flow hence reducing dilution of the pollutants. Moreover, some tree species increased pollution directly as they gave off biogenic volatile organic compounds which could enhance the formation of particulate matter and ozone (ref 1 below).

However, despite these issues, it was agreed that there were many benefits of trees and other plants within urban landscapes (e.g. in improving the environment visually, providing shade and shelter, helping counter climate change and increasing biodiversity) and I am grateful for the enquirer for bringing up this interesting subject in relation to our Clean Air Strategy.

Our current Clean Air Strategy was dated 2018. It was due to be revised at least every 5 years and, at the next revision, we would consult with our colleagues within landscaping, planning and climate change about including planting considerations in situations where it was felt that they could make an overall improvement to the environment, including to air quality.'

Ref 1

Impacts of Vegetation on Urban Air Pollution

Prepared for:

Department for Environment, Food and Rural Affairs; Scottish Government; Welsh Government; and Department of the Environment in Northern Ireland, Air Quality Expert Group 2018

Q2 from Mr Derek Hore:

'Can the Committee advise Marldon residents when they envisage releasing S106 money, bearing in mind clause 5.11 has now been sufficiently fulfilled and clauses 5.13 and 5.17 are not possible due to COVID restrictions, and will they use their Executive powers to overrule our Ward Councillor who is against the project?'

In response, Cllr Hawkins informed that Section 106 funds would be allocated in accordance with the recommendations contained within the presented agenda report (Minute E.43/20 below refers). The recommendations had since been updated and these would be reported under agenda item 11. Paragraph 5.17 was still valid and referred to the remaining Section 106 funds after the allocation of up to £45,000 towards the Torfield Play Area project.

Q3 from Mr Gordon Page:

'Does the Executive think that they were correct in allowing questions at their last meeting to be asked which publicly denigrated Marldon Parish Council, whilst not reading out our responses to those questions publicly, leaving a completely unbalanced and wrong perspective of the whole regeneration process under question to prevail?'

In reply, Cllr Hawkins advised that the Council recognised that the renewal of the Torfield Play Area had generated strong feelings on both sides of the argument. However, the public right to ask questions at meetings of the Executive was an important part of the Council's interaction with the community. While there were some necessary limits on what could be asked, if a question was within the scope allowed, then there was no reason why it should not be answered.

E.38/20 EXECUTIVE FORWARD PLAN

Members were presented with the Executive Forward Plan setting out items on the agenda for Executive meetings for the next four months and noted its content.

E.39/20 PAY AND DISPLAY CHARGES REVIEW

The Executive was presented with a report that sought to implement a previous decision taken by the Council to raise parking charges only once during the current political term (up to May 2023).

In debate, a lengthy discussion ensued on the need to increase the provision of Electric Charging Points in Council Car Parks. As a way forward, the lead Executive Member committed to providing a report on a draft Electric Charging Points Strategy to Members during early 2021.

It was then:

RESOLVED

1. That the Head of Assets be authorised to publish notice of proposals for the South Hams District Council (Off-Street Parking Places) Order 2021 to consolidate (with amendments) the current Off-Street Parking Places Order. The amendments to be made to be:
 - 1.1 applying the Pay and Display Charges in accordance with Appendix A of the presented agenda report;
 - 1.2 making reference to Electric Charging Points;
 - 1.3 incorporating the new reserved parking bays at Bigbury Car Park (as set out in Appendix B of the presented agenda report);
 - 1.4 providing for no parking between 10.00pm and 6.00am at the Memorial and Strete Gate Car Parks Slapton;

- 1.5 applying parking charges 24 hours a day at Mayors Avenue Car Park, Dartmouth during the High Season only (March to October);
 - 1.6 applying parking charges from 8.00am until 10.00pm at Memorial, Strete Gate, Torcross Tank and Torcross Layby Car Park, Slapton;
 - 1.7 increasing the Dittisham Sailing Club, Dittisham permit from £25 to £30;
 - 1.8 amending the Dartmouth Market Square, Dartmouth no parking restriction from between 6.00am and 5.00pm to no parking between 6.00am and 9.00am Tuesday and Friday;
 - 1.9 reserving 3 bays at Dartmouth Market Square (as set out in Appendix C of the presented agenda report) for Dartmouth Town Council permit holders only Monday – Friday between 7.30am and 5.00pm;
 - 1.10 where the all-day parking tariff is increased as a result of these recommendations, the permit price will be increased thereafter should it be introduced in line with the permit pricing formula; and
 - 1.11 including Steamer Quay Road, Totnes (as shown at Appendix D of the presented agenda report) within the Off-Street Parking Places Order; and
2. That the Head of Assets be requested to prepare a report summarising the representations received in response to the notice of proposals for consideration by the Executive before making a decision whether to make the Off-Street Parking Places Order as proposed or with modifications.

E.40/20 **PARKING PERMIT REVIEW**

A report was considered that sought to approve revisions to the Permit Review and Charges to come into effect in March 2021.

During his introduction, the lead Executive Member wished to put on record his thanks to lead officers for presenting such a sensible solution to what had been a longstanding problem.

In discussion, the following points were raised:

- (a) Some Members highlighted that, in certain Council Car Parks, the number of permits allocated to second home owners was disproportionately high. In response, the lead Member informed that the conclusion had been reached that it would be unfair to take permits away from existing customers. However, a further review into the Permit Policy would be carried out in 2021;
- (b) It was noted that one of the main drivers underpinning the review had been to increase the availability of car parking spaces during peak times and that this would be beneficial to the local economy;

- (c) In citing the revised proposals at Slapton, Torcross and Bigbury, a Member stated that this had demonstrated that feedback gained from the consultation process had been taken into account;
- (d) A non-Executive Member stated his strong opposition to the proposed revisions and felt it to be wholly unacceptable that, if approved, some permits were to more than double in price. In her agreement, another non-Executive Member highlighted the economic impact of the COVID-19 Pandemic and felt the timing of these proposals were very unfortunate. Other Members replied that the current provision of Permits was very inconsistent and the pricing strategy had been frozen for a number of years;
- (e) In response to an invitation, the lead Member confirmed that he would be happy to attend a remote public meeting in Kingsbridge to address some of the concerns that were being raised within that community.

It was then:

RESOLVED

That the proposed revisions to the Permit Review and Charges be approved in accordance with Appendix A of the presented agenda report and the Off-Street Parking Order be amended and come into effect in March 2021.

E.41/20

COVID-19 RECOVERY PLAN PROGRESS UPDATE

Members considered a report that provided an update on the Council's ongoing response and recovery activity and presented the recommendations of the Overview and Scrutiny Panel Task and Finish Groups.

In discussion, the following points were raised:-

- (a) A non-Executive Member highlighted the following action within the draft Recovery Plan and questioned whether it would be given a high priority:

'To explore opportunities to invest in our High Streets by buying empty premises and letting with a rent free period / other incentives to attract businesses into the area.'

In response, it was hoped that this matter could be addressed when the draft Plan was presented to the Council meeting on 17 December 2020. In taking this point a step further, officers committed to adding a short / medium and high priority to each action contained within the draft Plan. Furthermore, it was also requested that these time based priorities should be defined within the Council report;

(b) An amendment to the report recommendation was **PROPOSED** and **SECONDED** that read as follows:

3. *That, for the Localities and Communities Task and Finish Group findings, officers assess the feasibility and cost of implementing the proposals and present a further report back to a future Executive meeting;*
4. *That officers use the Framework developed by the Consultation & Engagement Task and Finish Group to develop and present (for adoption) a draft Consultation & Engagement Strategy to the Council Meeting to be held on 17 December 2020 and that reference to the: 'If you want to go fast go alone, if you want to go far, go together' proverb be deleted;*

The proposer of the amendment wished to thank both Task and Finish Groups for their findings and was of the view that they had been positive examples of the Overview and Scrutiny function complimenting the Executive. In discussion on the amendment, reference was made to:

- a wish for the report on the Localities and Communities Task and Finish Group findings to take into account the potential for an increased service provision during the February half-term period. Without wishing to put undue pressure on the lead officers, the need for this report to be published as soon as was practically possible was recognised;
- a wish to thank the Localities Team for their excellent work during this year; and
- confirmation that the principles established by the Consultation & Engagement Task and Finish Group would be applied to the public consultation exercise on the draft Housing Strategy;

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

It was then:

RESOLVED

1. That the Council's continuing response to the COVID-19 Pandemic be noted;
2. That the Council's progress in developing and delivering the Recovery and Renewal Plan be noted;
3. That, for the Localities and Communities Task and Finish Group findings, officers assess the feasibility and cost of implementing the proposals and present a further report back to a future Executive meeting;

4. That officers use the Framework developed by the Consultation & Engagement Task and Finish Group to develop and present (for adoption) a draft Consultation & Engagement Strategy to the Council Meeting to be held on 17 December 2020 and that reference to the: 'If you want to go fast go alone, if you want to go far, go together' proverb be deleted; and
5. That officers be requested to finalise the Recovery and Renewal Plan in-line with the approach outlined in the presented agenda report and present it to the Council meeting to be held on 17 December 2020 for adoption.

E.42/20

HOUSING STRATEGY PUBLIC CONSULTATION

Consideration was given to a report that recommended that approval be given, for public consultation purposes, to the draft Housing Strategy and that the Council undertake a five week public consultation exercise on this important strategic document.

In discussion, reference was made to:-

- (a) the production of an Annual Delivery Plan. Officers stated that it was their intention for an Annual Delivery Plan to be produced with the first iteration being published alongside the revised draft Strategy in March 2021;
- (b) emphasis on social housing. Members welcomed the emphasis in the draft Strategy to social housing;
- (c) the focus to be given to both the need for a locally based calculated housing allowance and making far better use of the current housing stock. Members were of the view that there was a need for ongoing lobbying on both of these important matters;
- (d) the Strategy being a joint document with West Devon Borough Council. When questioned, officers confirmed that a similar proposal had been approved at the Borough Council's Hub Committee meeting held on 1 December 2020. In addition, officers gave assurances that, wherever possible, the feedback gained during the public consultation exercise would be separated between the two Councils;
- (e) the work of officers. Members noted the excellent work undertaken by the lead officers in producing this draft Strategy in such a tight timescale.

It was then:

RESOLVED

1. That the draft Housing Strategy 2021-26 (as set out at Appendix A of the presented agenda report) be approved for consultation;
2. That the Head of Housing, Revenues and Benefits be authorised to carry out a public consultation exercise on the draft Strategy; and
3. That a report on the outcome of the consultation exercise be brought back to the Executive in March 2021.

E.43/20

ALLOCATION OF SECTION 106 FUNDS FOR OPEN SPACE, SPORT AND RECREATION PROJECTS

Members considered a report that requested the release or allocation of Section 106 funds over £30,000 for the delivery of a number of Open Space, Sport and Recreation Projects.

In his introduction, the lead Executive Member informed of his intention, at the appropriate time, to propose an alternative set of recommendations for the Marldon Parish Council proposal (recommendation parts 4, 5 and 6 below refer). In addition, the Member acknowledged the vast number of representations from Marldon residents that had been received by the Council and circulated to all Members. The fact that the Parish Council had now conducted a Public Survey and that 82% of responses received were supportive of the proposals was also recognised.

At the invitation of the lead Member, the report author also wished to make the point that some projects highlighted in the presented agenda report were being delivered in neighbouring wards. For example, with regard to the funds generated in Bickleigh and Cornwood, they were not only supporting projects within that ward but also within the Plymouth City Council ward boundaries.

In discussion, the following points were raised:-

- (a) Members hoped that these projects could be delivered as quickly as was practically possible;
- (b) It was noted that all Members had a key role to play in this process and they were strongly encouraged to attend their local town and parish councils and raise awareness of the ability to bring forward potential projects and schemes.

It was then:

RESOLVED

1. That approval be given to the release or allocation of Section 106 funds for Open Space, Sport and Recreation projects as set out in Table 1 of the presented agenda report (for Bickleigh and Cornwood; Dartington and Staverton; and Ivybridge West wards);
2. That, where a project is identified, agreement of specific details be delegated to the Head of Place Making, in consultation with the local Ward Member(s) and lead Executive Member;
3. That agreement to any substitution of alternative projects to those identified in Table 1 of the presented agenda report be delegated to the Head of Place Making, in consultation with the local Ward Member(s) and lead Executive Member, subject to the alternative being in accordance with the Section 106 Agreement;
4. That, in view of the further public consultation undertaken by Marldon Parish Council, and the amount of grant applied for representing a proportionately small amount of the total costs of the renewal works identified by Marldon Parish Council as being necessary, approval be given to the allocation of up to £45,000 towards the renewal of Torfield Play Area, subject to the Director of Place and Enterprise being satisfied as to the value for money. (NB. the release of funds will also be subject to confirmation that funding for the remainder of the project has been secured);
5. That approval be given to the allocation of the remainder of the funds available in Marldon, in accordance with a Parish Open Space, Sport and Recreation Plan; and
6. That agreement of the details of specific projects within the Open Space, Sport and Recreation Plan be delegated to the Head of Place Making, in consultation with the local Ward Member and the lead Executive Member.

E.44/20

SCHOOLS' RECYCLING SERVICE

A report was considered that recommended the continuation of the provision of a free recycling service to schools using the domestic rounds. However, in order to reduce the burden this service had on the domestic collection rounds, the containers used would be aligned to the new domestic recycling service, with a limit being introduced on the number of containers that could be used. In instances where schools generated recycling above the limits, they would be required to arrange a trade recycling collection.

During discussion, the importance of educating schoolchildren on the importance of recycling was highlighted.

It was then:

RESOLVED

That approval be given to:

1. the proposal for a continuation to the free recycling service for schools ('Option 1') as set out in Section 4.2 of the presented agenda report; and
2. the policy as set out at Appendix A of the presented agenda report.

E.45/20 **GRANTING OF A LONG LEASE AT ERME VALLEY PLAYING FIELDS, IVYBRIDGE**

A report was considered that sought to approve a long lease of land at Erme Valley Playing Fields to Ivybridge Town Council, currently let to Ivybridge Football Club.

In discussion, reference was made to:

- (a) the successes of the Football Club. In support of the proposals, Members wished the Football Club continued success;
- (b) the ownership boundaries relating to this site. In response to some specific points raised by a local Ward Member, officers agreed to follow these issues up with legal colleagues outside of the meeting.

It was then:

RESOLVED

That approval be given to a long lease of land at Erme Valley Playing Fields to Ivybridge Town Council, currently let to Ivybridge Football Club.

(NOTE: THESE DECISIONS WILL BECOME EFFECTIVE FROM 5.00PM ON MONDAY 14 DECEMBER 2020 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).

(Meeting commenced at 10:00 am and concluded at 12:40 pm)