

South Hams Council



Title:	Agenda																																													
Date:	Thursday, 24th September, 2020																																													
Time:	12.00 pm and 2.00 pm																																													
Venue:	Via Skype																																													
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 May</td> <td style="width: 33%;"></td> </tr> <tr> <td>Cllr Austen</td> <td>Cllr McKay</td> <td></td> </tr> <tr> <td>Cllr Baldry</td> <td>Cllr O'Callaghan</td> <td></td> </tr> <tr> <td>Cllr Bastone</td> <td>Cllr Pannell</td> <td></td> </tr> <tr> <td>Cllr Birch</td> <td>Cllr Pearce</td> <td></td> </tr> <tr> <td>Cllr Brazil</td> <td>Cllr Pennington</td> <td></td> </tr> <tr> <td>Cllr Brown</td> <td>Cllr Pringle</td> <td></td> </tr> <tr> <td>Cllr Chown</td> <td>Cllr Reeve</td> <td></td> </tr> <tr> <td>Cllr Hawkins</td> <td>Cllr Rose</td> <td></td> </tr> <tr> <td>Cllr Hodgson</td> <td>Cllr Smerdon</td> <td></td> </tr> <tr> <td>Cllr Holway</td> <td>Cllr Spencer</td> <td></td> </tr> <tr> <td>Cllr Hopwood</td> <td>Cllr Sweett</td> <td></td> </tr> <tr> <td>Cllr Jackson</td> <td>Cllr Taylor</td> <td></td> </tr> <tr> <td>Cllr Kemp</td> <td>Cllr Thomas</td> <td></td> </tr> <tr> <td>Cllr Long</td> <td></td> <td></td> </tr> </table>	Cllr Abbott	Cllr May		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		Cllr Long		
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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 - 10

to approve as a true and correct record the minutes of the meetings of the Council held on 16 July 2020 and the Special Council held on 30 July 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 in accordance with agenda item 2;

(a) Motion brought by Cllrs Pearce and Bastone

'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.'

6. Amended 2020/21 Budget: Draft Proposals	
To follow	
7. Appointment of Electoral Registration Officer and Returning Officer	11 - 14
(Upon the conclusion of this agenda item, the meeting will be adjourned and will re-convene at 2.00pm)	
8. Fusion Update	
To follow	
9. Climate Change and Biodiversity Strategy and Action Plan Update	15 - 48
10. Ivybridge Regeneration	
To follow	
11. Designation of Monitoring Officer	49 - 54
12. 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.	
(a) Joint Development Management Committee and Overview & Scrutiny Panel - 4 June 2020	55 - 66
(b) Development Management Committee - 8 July 2020	67 - 72
(c) Overview & Scrutiny Panel - 16 July 2020	73 - 78
(d) Audit Committee - 23 July 2020	79 - 82
(e) Executive - 30 July 2020	83 - 86
(f) Audit Committee - 30 July 2020	87 - 90
(g) Joint Development Management Committee and Overview & Scrutiny Panel - 3 September 2020	91 - 98

(h) EXECUTIVE *

To follow

Agenda Item 1

MINUTES OF THE MEETING OF THE SOUTH HAMS DISTRICT COUNCIL HELD REMOTELY VIA SKYPE ON THURSDAY 16 JULY 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; Monitoring Officer; Section 151 Officer; Strategic Planning Manager (Joint Local Plan) and Democratic Services Manager

1(a)/20 **WELCOME**

On behalf of the Council, the Chairman welcomed the Chief Executive to his first Full Council meeting since joining the Council.

1(b)/20 **MINUTES**

The minutes of the meetings of the Council held on 23 April 2020 and 30 April 2020 were both approved as a true and correct record.

2/20 **MONITORING OFFICER STATEMENT**

The Chairman invited the Monitoring Officer to make a statement to the meeting on the procedure to be adopted at this remote Council meeting that included the following points:

- In the event of the meeting lasting beyond two hours, then it would be adjourned to enable for a short break;
- Unless speaking, all microphones should be placed on mute;

- The Rules of Debate were highlighted and it was reaffirmed that the five minute time limit for speakers would be enforced at this meeting;
- The process for how Recorded Votes would be carried out was described to those in attendance; and
- The method by which Members should raise a 'Point of Order' was also outlined.

3/20

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.

4/20

ADOPTION OF THE PLYMOUTH AND SOUTH WEST SUPPLEMENTARY PLANNING DOCUMENT

The Council considered a report that sought to adopt the Plymouth and South West Devon Supplementary Planning Document (SPD).

In her introduction, the Leader of Council wished to record her thanks to the lead officers for the exceptional amount of work that had been undertaken to compile the SPD. In addition, the Leader also confirmed that both Plymouth City and West Devon Borough Councils had already adopted the SPD and its two companion documents at recent meetings.

In the ensuing debate, the following points were raised:-

- (a) Officers confirmed that adoption of the SPD would help to provide greater detail around how the Joint Local Plan (JLP) adopted policies would be applied. In addition, the SPD reinforced the policies contained within the JLP and would provide added clarity for both developers and planning officers;
- (b) Whilst stating that elements of the SPD were encouraging, some Members did retain specific concerns relating to:
 - The JLP enabling for development that was against the local wishes of residents living in the Dartington and Staverton Ward;
 - The comments relating to Housing Mix being contradictory throughout the SPD thereby presenting an opportunity for developers to relinquish their responsibilities; and
 - The SPD still lacking any genuine definition of what constituted affordable housing in the South Hams;
- (c) A Member reiterated the points that he had raised during the consultation exercise in respect of the importance of constructing zero carbon homes immediately and the need to work together to lobby Central Government to bring about the required changes in legislation;
- (d) The contents in the SPD that were specifically related to trees, hedgerows and woodland were welcomed by a Member.

It was then:

RESOLVED

That the Council adopts:

1. The Plymouth and South West Devon Supplementary Planning Document (as attached at Appendix A of the presented agenda report); and
2. Its two companion documents: the 'Developer Contributions Evidence Base' and the 'Traditional Farm Buildings: Their adaptation and re-use (Barn Guide)' (as included in Appendix of the presented agenda report) in accordance with Regulation 14 of the Town and Country Planning (Local Planning)(England) Regulations 2012 (as amended).

5/20

CLIMATE CHANGE AND BIODIVERSITY STRATEGY AND ACTION PLAN UPDATE

The Council considered a report that presented an update on the development of the draft Climate Change and Biodiversity Strategy.

During the debate, the following points were raised:-

- (a) Assurances were given that all Members would have the ability to have an input into the Climate Change and Biodiversity Strategy and Action Plan before it was then re-considered at the Council meeting on 24 September 2020;
- (b) An amendment to the motion was **PROPOSED** and **SECONDED** as follows:
 1. *That the consultees or their representatives be invited to address the Climate Change and Biodiversity Working Group by means of a remote meeting within the next six weeks. The meeting be subject to a protocol which provides for each address to be no longer than 5 minutes;*
 2. *That the membership of the Climate Change and Biodiversity Working Group be increased to eight Members, with Cllr Rose being nominated by the Opposition Group and Cllr Brown being nominated by the Conservative Group.*

In discussion on the amendment, the proposer felt that the additions would be reflective of the emphasis that the Council was giving to the Emergency that it had declared. At the invitation of the Chairman,

the proposer and seconder of the original motion both confirmed that they were willing to accept the amendment and it was therefore included as part of the substantive motion;

- (c) Since town and parish councils now had the ability to meet remotely, there was felt to be greater scope to engage and consult with these stakeholders;
- (d) In emphasising the importance of making tangible progress, some Members felt that there was a need for the Action Plan to now commit to dates, costings and the establishment of SMART targets.

It was then:

RESOLVED

1. That the progress on the development of the draft Climate Change and Biodiversity Strategy be noted;
2. That the feedback from the consultation on the draft Action Plan exercise undertaken in Quarter 4 of 2019/20 be noted;
3. That the Climate Change and Biodiversity Working Group be requested to update the Strategy and Action Plan in light of the consultation responses and report back to the Council meeting on 24 September 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;
5. That the consultees or their representatives be invited to address the Climate Change and Biodiversity Working Group by means of a remote meeting within the next six weeks. The meeting be subject to a protocol which provides for each address to be no longer than 5 minutes;
6. That the membership of the Climate Change and Biodiversity Working Group be increased to eight Members, with Cllr Rose being nominated by the Opposition Group and Cllr Brown being nominated by the Conservative Group.

6/20

REVISED POLITICAL COMPOSITION OF THE COUNCIL

Members considered a report that informed of the revised political composition of the Council.

It was then:

RESOLVED

That, with immediate effect:

1. the revised political composition of the Council be noted as follows:
 - Conservative Group: 16 Members;
 - Liberal Democrat Group: 10 Members;
 - Independent Group: 3 Members; and
 - Green Party Group: 2 Members;
2. Cllr J Hodgson be appointed to serve on the Licensing Committee for the period until the next Annual Council meeting; and
3. Cllr J Sweett be nominated to serve as a Development Management Committee Substitute Member for the Independent Group for the period until the next Annual Council meeting.

7/20

REPORTS OF BODIES

RESOLVED

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

- (a) Overview and Scrutiny Panel – 27 February 2020
- (b) Executive – 18 June 2020

E.89/19: Ivybridge Regeneration Project

RESOLVED

1. That a further £65,000 be spent from the Economic Regeneration Earmarked Reserve on commissioning further work to provide advice in order to move the project forward in the following areas:
 - Planning;
 - Ecology;
 - Automated Number Plate Recognition (ANPR) and car park lease structure to facilitate a pay on exit solution;
 - Agreement to lease documents; and
 - Treasury Management advice; and

2. That officers be requested to bring a subsequent report back to the Executive and Council in September with a recommendation for the project to move to the planning and tender stage on the satisfactory conclusion of the work commissioned in the previous recommendation.

E.90/19: Grounds Maintenance Review

RESOLVED

1. That the operating cost of the service be reduced by 5% (amounting to £23,400); and
2. That any in-year surplus (after the saving) be transferred into a Grounds Maintenance Earmarked Reserve at the end of each Financial Year to be reinvested back into the service.

(Meeting commenced at 2.00 pm and concluded at 3.45 pm)

Chairman

**MINUTES OF THE MEETING OF THE SOUTH HAMS DISTRICT COUNCIL HELD
REMOTELY VIA SKYPE ON THURSDAY 30 JULY 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
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* 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 Monitoring Officer; Director of Place and Enterprise; Section 151 Officer and Democratic Services Manager

8/20 URGENT BUSINESS

The Chairman informed that she had no items of urgent business for consideration at this meeting.

9/20 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 declared as follows:

Cllr R J Foss declared a personal interest in Item 7: ‘Fusion – Interim Support’ (Minute 12/20 below refers) by virtue of his membership of a local Rotary Club that sponsored events at the Quayside Leisure Centre, Kingsbridge swimming pool. Whilst Cllr Foss was in attendance during part of the debate on this agenda item, he was forced to leave the meeting prior to the votes on the agenda item.

10/20

REPORTS OF BODIES

RESOLVED

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

(a) Audit Committee – 25 June 2020

11/20

EXCLUSION OF PUBLIC AND PRESS

RESOLVED

That, in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business in order to avoid the likely disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

12/20

FUSION: INTERIM SUPPORT

The Council considered an exempt report that outlined the proposed approach to further support for the Fusion Leisure Group.

During the lengthy discussion, particular reference was made to:

(a) legal advice given by the Deputy Monitoring Officer. In his advice, the Officer highlighted the:

- complexity of the contractual arrangements with Fusion generally;
- provisions of the contract relating to changes in the law; and
- need to have a flexible approach to the negotiation of the terms on which any financial support should be given;

(b) the significance of the decision that was being faced by the Council; and

(c) an amendment to the motion was **PROPOSED** and **SECONDED**. A three part amendment was tabled to the Council that read as follows:

1. *That interim financial support of £88,000 (as set out in Appendix A of the exempt agenda report) be provided ,by way of a loan, to Fusion, on terms to be agreed by the Director of Place and Enterprise, in consultation with the Section 151 Officer, to secure positive health and wellbeing outcomes in the District, which are the re-opening of the new pool and dryside in Ivybridge and the dryside facilities in Kingsbridge;*

2. *That the cost of £88,000 be funded from the **General Reserve** and it be noted that this interim financial support covers the months of July, August and September for leisure provision; and*
3. *That a future decision on leisure provision for the months of October 2020 onwards be taken at the Council meeting on 24 September 2020 **following a full and detailed open book report being presented to the Audit Committee.***

In debate on the amendment, officers emphasised that, during the negotiations with Fusion representatives, they would continue to work tirelessly in the best interests of the Council.

At the request of the meeting, separate votes were taken on the three parts of the amendment.

When put to the vote, the three parts of the amendment were each declared **LOST**.

It was then:

RESOLVED

1. That interim financial support of £88,000 (as set out in Appendix A of the exempt agenda report) be provided to Fusion, on terms to be agreed by the Director of Place and Enterprise, in consultation with the Section 151 Officer, to secure positive health and wellbeing outcomes in the District, which are the re-opening of the new pool and dryside in Ivybridge and the dryside facilities in Kingsbridge;
2. That the cost of £88,000 be funded from the Economic Regeneration Earmarked Reserve and it be noted that this interim financial support covers the months of July, August and September for leisure provision; and
3. That a future decision on leisure provision for the months of October 2020 onwards be taken at the Council meeting on 24 September 2020.

(Meeting commenced at 11.30 am and concluded at 12.40 pm)

Chairman

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Report to: **COUNCIL**

Date: **24 September 2020**

Title: **Appointment of Electoral Registration Officer and Returning Officer**

Portfolio Area: **Leader of Council**

Wards Affected: **All**

Relevant Scrutiny Committee: **Overview and Scrutiny Committee**

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

Date next steps can be taken: **24 September 2020**

Author: **Andy Wilson** Role: **Head of Human Resources**

Contact: **Email: andy.wilson@swdevon.gov.uk**

RECOMMENDATION

That the Council agrees:

- 1. that, with effect from 24 September 2020, 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) is appointed as the Deputy Returning Officer.**

1. Executive summary

- 1.1 Members will be aware that the Council previously appointed the Director of Governance & Assurance (Andrew Powell) as the Council's Electoral Registration Officer and Returning Officer as a temporary measure following the resignation of Sophie Hosking and pending the appointment of a new Chief Executive (Minute 70/19).
- 1.2 Following the appointment of a new Chief Executive and Head of Paid Service, this report seeks the approval of the Council to appoint the new Chief Executive (Andy Bates) as the Electoral Registration Officer and Returning Officer for the Council with effect from 24 September 2020 .

- 1.3 The report also seeks approval to appoint the Director of Governance and Assurance (Andrew Powell) as the Deputy Returning Officer.

2. Background

- 2.1 It is both a statutory and constitutional requirement for the Council to appoint an officer of the Council as its Electoral Registration Officer and Returning Officer.
- 2.2 The main duties of the Electoral Registration Officer include the creation and maintenance of the registers of Electors. The statutory involvement of the post includes the provision of registers and absent voter list for each Polling Station, as well as to candidates at the election and to the Returning Officer.
- 2.3 The main duty of the Returning Officer is to organise and conduct elections. As the roles are closely linked, for consistency, it is usual for the Electoral Registration Officer and the Returning Officer roles to be held by the same person, particularly as for UK Parliamentary Elections, the Electoral Registration Officer appointed for the Council automatically becomes the Acting Returning Officer.

3. Outcomes/outputs

- 3.1 It is recommended that the Chief Executive and Head of Paid Service (Andy Bates) is appointed to the role of Electoral Registration Officer and Returning Officer, and that the Director of Governance and Assurance (Andrew Powell) is appointed to the role of Deputy Returning Officer for the Council from 24 September 2020

4. Options available and consideration of risk

- 4.1 There is a statutory and Constitutional duty to appoint an officer to this post. The principal risks associated with this appointment fall on the officer appointed.
- 4.2 The risks to the Council are that, without making adequate provision to remunerate, train and indemnify these officers, it may fail to identify any persons prepared to undertake these statutory tasks. Also, having made such an appointment, the Council may run the reputational risk associated with a successful legal challenge that exposes the officer to significant financial loss as a result of the failure of the Council to do what is lawful and appropriate.

5. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address

Legal/Governance	Y	The Council has a duty under the Representation of the People Act 1983 to appoint one of its officers as an Electoral Registration Officer and Returning Officer.
Financial	N	The Returning Officer fees for external elections and referendums are set by regulations and are funded externally.
Risk	Y	The risks associated with this report are outlined at Section 4 above.
Comprehensive Impact Assessment Implications		
Equality and Diversity		None directly related to this report.
Safeguarding		None directly related to this report.
Community Safety, Crime and Disorder		None directly related to this report.
Health, Safety and Wellbeing		None directly related to this report.
Other implications		N/A

Supporting Information

Appendices:

None

Background Papers:

Minute 70/19, Council Meeting 13 February 2020

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Report to: **Council**

Date: **24 September 2020**

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

Portfolio Area: **Council – Cllr Judy Pearce (Leader)**

Wards Affected: **All**

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

Date next steps can be taken: Immediately following this meeting

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

Contact: Drew.powell@swdevon.gov.uk

RECOMMENDATIONS:

That the Climate Change and Biodiversity Working Group RECOMMEND to Council that:

- 1. the progress on the development of the Draft Climate Change and Biodiversity Strategy be noted and that in doing so it is recognised that the Strategy will continue to evolve and develop overtime;**
- 2. the feedback from the Climate Change Working Group sessions with Consultees undertaken on 27 August 2020 and the commitment for ongoing dialogue with these Consultees be noted;**
- 3. 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. 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.

5. A Climate Change and Biodiversity Community Board, or similar, is established in line with 4.5 below and an initial meeting be held before the final draft Strategy and Action Plan are presented to Council on 17 December 2020.

1. Executive summary

- 1.1 The Council declared a Climate Change and Biodiversity Emergency on 25 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.
- 1.4 This report provides an update to members and sets out progress to date, including the outcome of the Climate Change Working Group session with consultees which took place on 27th August 2020

2. Background

- 2.1 At Full Council on 16 July 2020, Members considered a 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 invite consultees or their representatives to address the Climate Change and Biodiversity Working Group (CC&BWG) by means of a remote meeting within the next six weeks of the 16th July Council meeting. This took place on the 27th August.
- 2.3 In addition, the Climate Change and Biodiversity Working Group were requested to update the Strategy and Action Plan in light of the consultation responses and report back to the Council meeting on 24 September 2020.
- 2.4 The Climate Change and Biodiversity Member Working Group met on 27th August for a special session with consultees. The Working Group met again on 10th September to consider the outcomes of that special session.
- 2.5 Whilst progress has continued to be made, officer and Member resources continue to be focussed on the Council's response phase and the provision of support to residents and businesses.
- 2.6 In view of this, the report recommends amended time lines for completion of some elements of the work whilst seeking Members views on the draft Strategy with a view to bringing a finalised version to full Council in December.

- 2.7 It is again highlighted that a correlation exists between the Council's emerging Recovery and Renewal Plans and the draft Climate Change and Biodiversity Strategy. These areas of work have continued to evolve and will converge over time, both locally and nationally, as part of a wider 'green recovery'.

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 draft strategic approach to work towards its adopted aims in light of its declaration of a Climate Change and Biodiversity Emergency.

4. Outcomes from the Working Group Session with Consultees

- 4.1 A total of 7 speakers attended the meeting on 27th August where members heard from a variety of people ranging from interested individuals and representatives from a parish council, Extinction Rebellion and a Community Energy Group.
- 4.2 A key action arising from that meeting was for attendees to summarise their position on a single side of A4 and submit their top 5 key priorities for the Council.
- 4.3 Whilst these summaries have not, to date, been forthcoming, just in advance of the Climate Change and Biodiversity Working Group meeting on 10 September, a letter was received from a group, newly formed from the participants of the meeting of the 27th August, called the South Hams Climate Action Network.
- 4.4 The letter, which arrived too late to be considered in full either at the meeting or in this report, set out a range of proposed next steps which will be considered in due course by the CC&BWG.
- 4.5 Notwithstanding the above, the need for ongoing dialogue is clear. In recognition of this, the Climate Change and Biodiversity Strategy has been updated within section 6 to commit to a quarterly engagement exercise through the development of a Community Board, or similar. The methodology and format has yet to be finalised, but it is proposed to be officer led with the first session to take place before the next full Council meeting in December.

5. A Draft Strategy Framework

- 5.1 Whilst recognising that the development of a draft Action Plan and the establishment of the Council's first Greenhouse Gas inventory (Carbon footprint) were positive steps forward, the need for a strategic framework setting out evidence, aims and objectives became clear.
- 5.2 Appendix 1 is the second draft of the South Hams District Council Climate Change and Biodiversity Strategy. Since 16th July, the actions

have been refined following discussions with officers across the council and the CC&BWG.

- 5.3 As highlighted in 2.7 above, how this strategy sits with the emerging Recovery and Renewal plan has been refined and relevant actions which are found within the emerging Recovery and Renewal plan have been carried across into the Climate Change and Biodiversity Action Plan where relevant.
- 5.4 The Council continues to play a key role, alongside partners, in responding to the short, medium and long term impacts of the pandemic and at this stage all plans need to remain flexible. At the time of writing this report additional 'lockdown' measures have been applied nationally and infection rates are increasing.
- 5.5 The progress on the Devon Carbon Plan has been delayed in part because of the pandemic, with consultation now expected to take place in December. Furthermore, the Councils Recovery and Renewal Plan is yet to be formally adopted.
- 5.6 With that in mind, it is proposed that the first version of the Climate Change and Biodiversity Strategy is presented for adoption in December 2020. Members will understand that the nature of the subject means that the Strategy will continue to evolve and develop overtime. Therefore, as part of the recommendation to Council in December 2020, the report will also be seeking approval to update the Council's Delegation Scheme to enable the Director of Governance and Assurance to be able to update the adopted Action Plan.

6 Proposed Way Forward

- 6.1 That the Climate Change and Biodiversity Working Group be requested to refine the Strategy and Action Plan to bring back the first version for adoption at the next full Council session in December.
- 6.2 That Officers establish a Community Board, or similar, and hold an initial meeting before the Full Council meeting on 17 December 2020.

7 Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	As a Category 1 responder under the Civil Contingencies Act 2004 the Council has a duty to plan and prepare a response to an emergency or provide support to those who do.

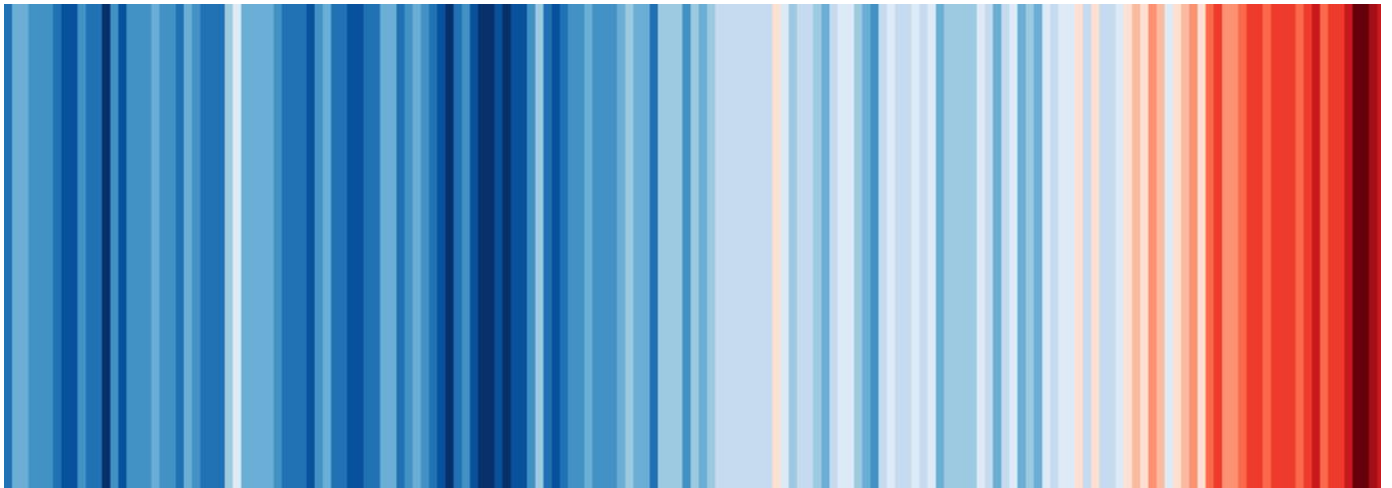
		Devon County Council, a Category 1 responder, declared a Climate Emergency on 21 February 2019.
Financial implications to include reference to value for money	Y	The Council declared a Climate Change and Biodiversity Emergency on 25 July 2019 and the potential for this to have significant financial implications for the Council was highlighted. There are no direct financial implications arising from this report and it is not possible to estimate costs with regard to future implementation of the actions within the draft plan at this stage.
Risk		<p>A number of risks need to be highlighted; Based on the evidence put forward failing to respond to the declared emergency is likely to have long term impacts on the council and the community it serves.</p> <p>Acting in a disproportionate manner and directing resources away from other key areas may have adverse impacts in a number of areas including delivery of statutory services, customer satisfaction, vulnerable people and the financial sustainability of the organisation.</p> <p>The COVID-19 pandemic may have significant implications on the Council's finance moving forward and the ability to deliver against previously adopted aims and objectives will have to be assessed as part of the Recovery and Renewal plans.</p> <p>Implementing new policies without full consideration of their impacts may directly impact on business, economic growth and delivery against the Joint Local Plan housing targets.</p>

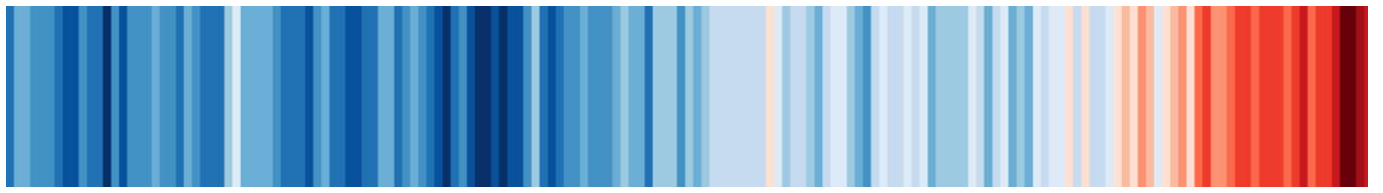
Appendix 1

Draft SHDC Climate Change and Biodiversity Strategy

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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 has resulted in runaway heating of our atmosphere, illustrated by the ‘warming stripes’. These emissions, coupled with rapid biodiversity and ecosystem loss, is combining to create a mass extinction event that threatens all life on our planet. In South Hams, people will likely experience rising sea levels, more frequent flooding, stronger storms and more frequent heat waves 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 where it 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, we saw the biggest work from home experiment the nation has ever seen and we saw what a world would look like with less traffic and more people taking up cycling as well as spending time walking in their local areas for exercise, to list just a few examples. 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, and we must now take some of these lessons to drive a more environmentally friendly recovery and renewal, this strategy will sit alongside the emerging Recovery and Renewal Plan where the environmental impact of recovery/renewal is assessed and managed with resulting actions taken in line with delivery of the actions within this Climate Change and Biodiversity Strategy.

This strategy contains a series of actions will set the main priorities for the Council related to Climate Change and Biodiversity.

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;
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

"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, is 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 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.

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.

It is estimated that, globally, humans need to reduce our CO₂eq (carbon equivalent) emissions from the current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible. This will need ambitious action from national and sub national authorities, civil society, indigenous peoples and local communities. Current local and global plans and policies are not going to meet this target.

Organisations 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 in 2019 and signed up to the Devon Climate Declaration, alongside a wide range of partners, on 6 June 2019

During the opening statement at the UN Climate Change Conference 25th Conference of the Parties (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 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.

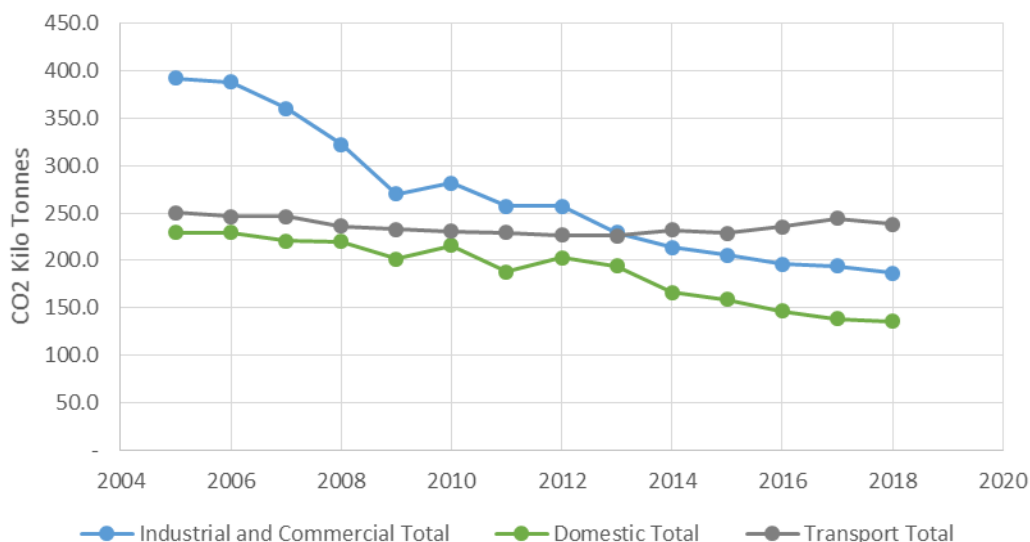
The Council does not have all the answers or have the means to provide all the solutions, the response to climate change demands a linked up approach across sectors, agencies, government, business and local residents. The Council does recognise however that our position in leadership can prove invaluable 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 in order to direct plan actions more efficiently. South Hams covers an area of 886.5 km² sq.km, the area contains a number of 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.

The Joint Local Plan Councils produces an annual monitoring report (AMR) as part of our obligations 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 set a policy objective to half 2005 carbon emissions levels by 2034 (this is the life of the development plan). Carbon emissions levels for South Hams which is derived from data from the Department for Business, Energy and Industrial Strategy, new data was published in June 2020 to contain 2018 estimates, graph 1 below illustrates this data the trajectory of CO2 emissions since 2004



(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 2 below provides an illustration

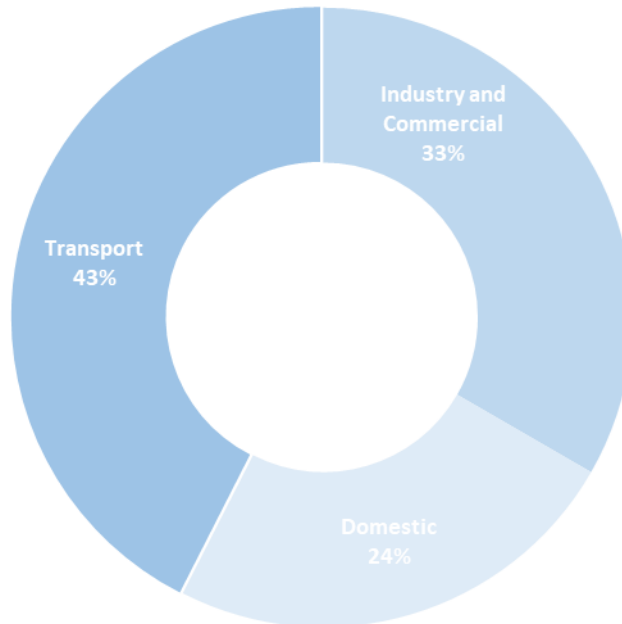


Figure 1 – Sources of CO2 in South Hams (Department for Business, Energy and Industrial Strategy 2018 estimates, 2020)

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 road and minor roads. The most polluting sectors continue to be in **transportation** whilst industrial and domestic continue to fall.

Both data sets 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.

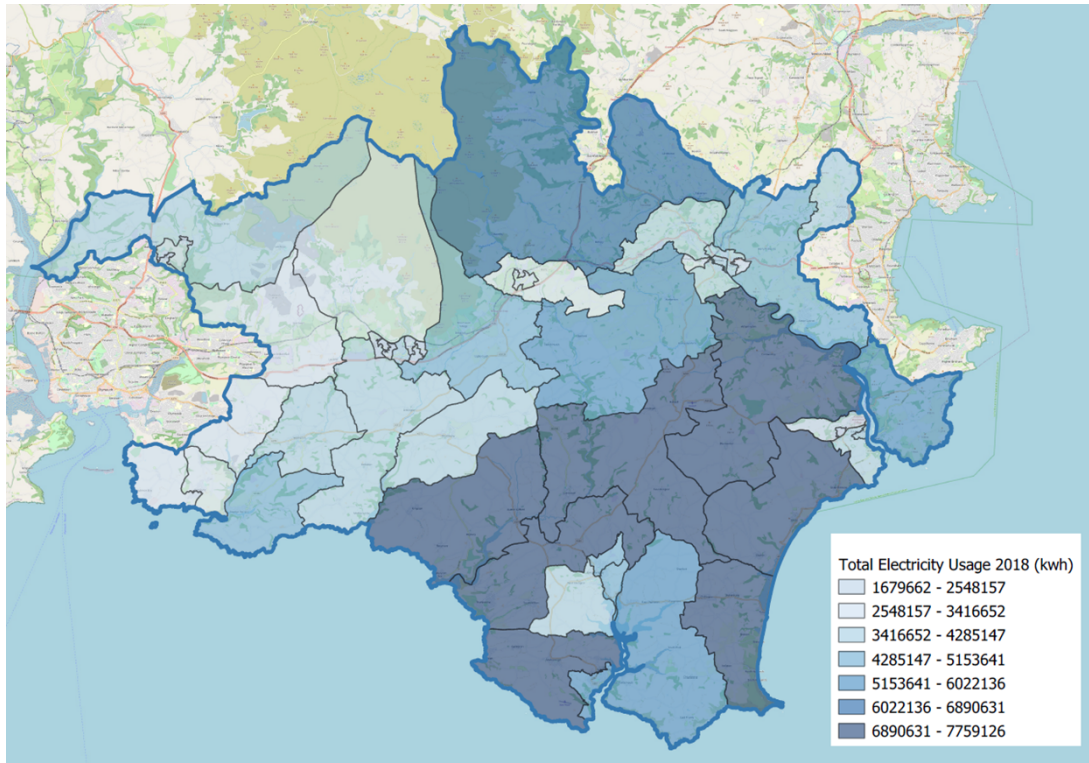
Since the IPCC 2010 (1.5°C report) baseline South Hams has reduced its emissions by 23% (0.17 MtCO2e). To achieve the IPCC’s global target of keeping emissions below 1.5

Domestic emissions, broadly associated with energy consumption, whilst showing a downward trend, the rate of decline is slow. Data was obtained from the Department for Business, Energy and Industrial Strategy in order to ascertain the spatial distribution of energy use in the district. The data is captured at lower super output area (LSOA) which aims to capture a similar number of domestic properties in each area, the areas were created in 2011 however, the data was published on 28th February 2020¹. There are some caveats regarding how this data is captured, primarily that Meters that have not successfully been assigned to a geography due to insufficient address information are counted in the 'Unallocated' category, this is further explained a government methodology²

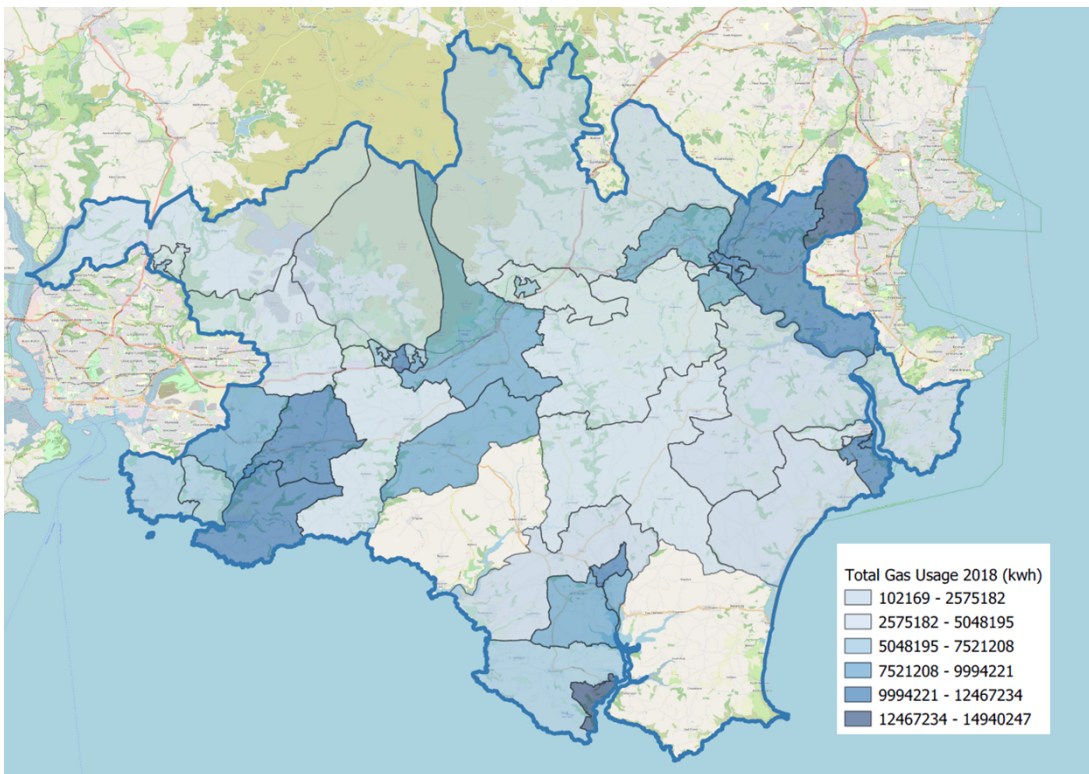
Nonetheless, the data provides a useful illustration of electricity and gas consumption. In terms of electricity use the most energy appears to be used in the south of the district. The map below shows the 2018 electricity usage by LSOA and each band of energy use is equally distributed to show a band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

¹ <https://www.gov.uk/government/statistics/lower-and-middle-super-output-areas-electricity-consumption>

² <https://www.gov.uk/government/publications/regional-energy-data-guidance-note>



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 with by the dataset note which explains that meters with poor address information is unallocated. Of further note, the number gas meters recorded in each LSOA of the much lower than those recorded for electricity. This indicates that a number of 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,



What these two data sets can tell us is perhaps areas where renewable electricity efforts could be directed in order 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. For instance Research by the Energy Saving

Trust³ 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.

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 number of 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, majority (98%) of South Devon AONB, excluding two small sections within the Torbay Council and Plymouth City Council areas, and 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 conservation⁷
- Two National Nature Reserves (NNRs), 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%).
- Large number of ancient, veteran and notable trees, many of which are protected under Tree Preservation Orders.
- 20 of the SSSIs are designated for their biological interest, 3 for their geological interest and 7 for mixed interest.
- 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 likley to face?

South Hams has a number of flood risk zones along its waterways and coastal areas, although its more difficult to quantify, its generally accpeted that in the UK, Climate Change will bring about more frequent and heavy rain, 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 and the area has community resilience issues as a result poor public transport connections between village, hamlets and towns.

The consequences of climate change extend beyond physical impacts to the environment it also has health impacts to 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 recover⁴ and 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'⁵

³ Exeter University, 2011, A Review Of Renewable Energy Resource Assessment And Targets For Devon

⁴ <https://www.gov.uk/government/news/prepare-for-flooding-to-reduce-impacts-on-mental-health>

South Hams is also spatially disconnected with many people relying on private transport to get around, this is reflected in the carbon emissions associated with transportation

The loss of habitats and wildlife reduces the opportunity to commune with nature; a benefits of this to the health and well-being to society is well documented. The WWF report of September 2020, states that over two thirds of wildlife has been lost globally since 1970.

The changes to the seasons and local temperatures due to climate change is impacting on the ability for wildlife species to thrive 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 this impacting with fewer insect predators and pollinators to assist farmers and food growers is likely to worsen. Similarly their decline is affecting species higher up the food chain which depend on them for food

3. Our Influence

A Local Authority has many opportunities and powers to address Climate Change & 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 enabling a collective approach through galvanizing our residents and encouraging and supporting flourishing eco businesses and third sector bodies and community groups

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

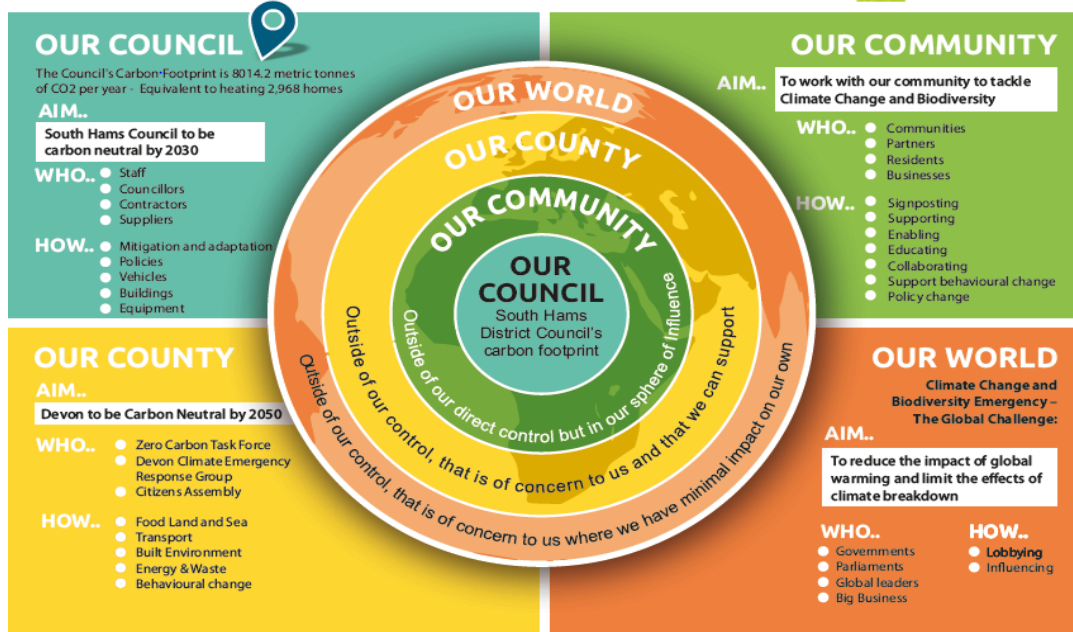
There are distinct areas of action the council can act on, and these are;

- 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 Committee on Climate Change published a report⁶ 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.

⁵ [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)

⁶ CCC 2012, How local authorities can reduce emissions and manage climate risk



The Committee on Climate Change (CCC) 2019 Progress Report to Parliament⁷ 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 the UK ambition

South Hams District Council has a commitment to help 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 and 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 Action Plan and 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
- The Emerging Recovery and Renewal Plan

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 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?

South Hams District Council has committed to reducing operational 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

⁷ CCC, 2019, 2019 Progress Report to Parliament

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

Examples of scope1 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 scope2 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.
- Heat pumps to be seen as an established part of the solution, requiring strong progress during the 2020s within our buildings.
- An end to biodegradable waste streams going to landfill after 2025, with supporting actions through the waste chain.
- Preparing for an increase in the market share of electric vehicles (EVs) during the 2020s with an expansion of EV charging
- Increase the tree canopy cover on our owned land, and re-wild, smarter management and maintain trees and woodland; redesign parks to be 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
- We will promote 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.
- 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

For our Leased Assets

- Solar panels on our business units
- Solar panels on our offices

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, the next part of the strategy, Part 2, 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

We began the process soon after the declaration of a Climate Change and Biodiversity Emergency this started with us beginning to understand our own carbon emissions as an Authority and then what followed was a collective effort from all our services to begin 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 and we believe 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
New Developments
Greening the Economy
Waste and Resources

Objective 3 - Land Use and Biodiversity

Agriculture
Land Use Change for Carbon Sequestration
Biodiversity

Objective 4 - Capability & Engagement

Behaviour Change & Communication
Community Engagement
Individual and Collective Action

These 4 objectives and the actions associated with them will help us to meet our targets, namely to reduce operational carbon emissions to net 0 by 2030 and reduce district wide carbon emissions to net 0 by 2050.

South Hams District Council has committed 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. But what does this mean for our District and what should be our primary goals?

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 its 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 impact 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 adapt and mitigate the best we can as we experience

- a. frequent and longer heat waves
- b. warmer and wetter winters
- c. stronger and more frequent storms bringing about more flooding
- d. sea level rise⁸

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, newly emerging technology and emerging Government initiatives as we move through the COVID-19 pandemic, the intention for the Action Plan in Part Three is for this to be a living document which can amended and change as progress changes, technology emerges and Government initiatives are introduced.

We will monitor and report progress on this strategies actions throughout every year, however as this will be a living document, it's important to keep communities and stakeholders involved. We intend to develop a Community Board which will comprise a fair representation of people throughout South Hams and introduce quarterly officer

⁸ Met Office, 2020 - State of the UK Climate 2019 <https://www.metoffice.gov.uk/research/climate/maps-and-data/about/state-of-climate>

facilitated discussions with the Community Board which will be focused around one of the four objectives set out in this strategy in order to feed into revisions of the action plan.

We will use the following metrics as a basis for reporting on the plans outcomes

- Council operational carbon emissions
- Borough wide carbon emissions, provided by BEIS
- Amount of renewable energy generated across the Borough
- The amount of carbon captured or reduced through council action
- Specific species and increase (or loss) of wildlife habitat in South Hams

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. However, the Action Plan did have 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.

A 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.

PART THREE– The Action Plan

The intention for this action plan is to be reviewed yearly to capitalise on new initiatives, emerging projects, changes in legislation and engagement activity with the public in addition to providing timely updates on proposed actions

Objective 1 - Energy

Energy is essential, it supports our society, 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 and 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 and the health impacts of living in a cold or damp home can lead to cardiovascular and respiratory ill health as well as poor mental health⁹, 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 2018¹⁰

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) and South Hams District Council has a commitment to reduce its own emissions to net zero by 2030. We have an important role through seeking developments that are well designed and which support the delivery of renewable and low carbon energy, helping people make more conscious energy choices, supporting the transition to renewable energy across the district, improving the energy efficiency of existing development.

What have we already done?

- Installed Solar Panels on some of our assets
- EV Charging points located in Follaton car park
- Bought a an EV car for staff use

What we propose to do

Id	Objective / Target	Activity	Current or Future Tasks	Timescales
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		2021-2025
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 to increase renewable energy capacity in the South Hams and West Devon		

⁹ https://www.cse.org.uk/downloads/file/fuel_poverty_social_impact_bonds.pdf

¹⁰ BEIS, 2019. Renewable electricity by local authority

			as a basis of forming a green energy company or advising on network resiliency	
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 Plan Area. This work will require a call for sites which could take place alongside the plan review due to begin in 2021	Land allocated for renewable energy in the Joint Local Plan revision and to aid with delivery 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	-	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	2021-2025
1.5	Aim for a Higher result in the energy performance certificates	a.	Continue to apply new guidance on Policy DEV32 contained within the 2020 Joint Local Plan Supplementary Planning Document	1) Review policy DEV32 at Plan Review Stage 2024 2) Set up a monitoring scheme for new development (measuring yearly EPC data provided by BIES) Yearly updates
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	Climate Change Communication Strategy developed and frequent newsletters, web and social media activity Doing now
		b.	Continue to administer funding as and when it arises	Continue to collaborate with Cosy Devon etc. On-going – review yearly
1.7	Explore opportunities for the Local Authority to support the Government energy efficiency scheme in order to create local jobs	a.	Team Devon will roll out an ambitious Domestic Energy Efficiency and Energy Generation Pilot	Monitor the scheme and identify opportunities to benefit South Hams residents / businesses

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.¹¹

Three common challenges were highlighted then, 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, 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 business to make more sustainable choices in their day to day lives, using our legislative system to create more sustainable development and working collaboratively with external bodies to aid with these aims

What have we already done?

1. The Joint Local Plan contains a carbon reduction target of 50% of 2005 by the end of the plan period, which is 2034
2. Adopted a Supplementary Planning Document, which among other things, provide 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

What we propose to do

Id	Action	Activity	Current or Future Tasks	Timescales
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 trialing 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		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/		2020-2024
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.	SHDC will engage with Team Devon and support the development of proposals in order to deliver schemes within South Hams	2021-2025
2.4	Increase uptake of cycling in South Hams & Support and encourage	a. Investigate electric bike hire in towns & and key tourist areas in summer to start to change culture. b. Increase cycle parking at key		2021-2025

¹¹ <https://academicimpact.un.org/content/sustainability>

	green travel methods for tourists to our coastal natural environment. A different type of tourism (R&R plan action 2.9)	locations in towns and villages c. Team Devon will take action to support the development of a clean, sustainable economy through: - Engage 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 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	a. Continue to apply recently adopted Joint Local Plan Policies and Supplementary Planning Guidance b. Review Joint Local Plan to investigate options for policies amendments to further incentivise or force the use of recycled and sustainable construction materials	Monitor Planning Permissions and highlight exemplars Joint Local Plan Review	Now - 2024 2021-2024
2.7	Monitor and review policies to reduce the carbon footprint of new development (Policies DEV32, DEV33, DEV34)	a. Continue to apply recently adopted Joint Local Plan Policies and Supplementary Planning Guidance b. Review policies DEV32, DEV33 and DEV34 at Plan Review Stage c. Reconsider a Low Impact Development Policy ('One Planet Living Principles')	Monitor Outcomes (EPC's etc.) Joint Local Plan Review	Now - 2024 2021-2024
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 Borough and invest in housing energy saving measures	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 or through the appraisal and development of new District Energy networks	Joint Local Plan Review	2021-2024
2.10	As part of JLP review consider an Article 4 Direction that removes permitted development	a. Review the Annual Monitoring Report evidence whether or not there is too much housing delivery in tier	Delivery of an Article 4 Direction that removes permitted development rights on	2021-2024

	rights on class Q barn conversions.	4 settlements (those areas not included in JLP policy TTV1.1-3) b. If evidence continues to show more housing delivery in Tier 4 settlements then an Article 4 direction can be proposed and submitted	class Q barn if evidence continues to show more housing delivery in Tier 4 settlements within Plan Review timeframes	
2.11	Allocate sites for renewable energy, in particular strategic scale solar and wind for both commercial and community energy development	a. Conduct a call for sites during the Joint Local Plan review process	Joint Local Plan Review	2021-2024
2.12	Lobby for changes to the National Planning Policy Framework or any such replacement to prioritise carbon reduction target over housing targets	a. Respond and input into the proposed changes to the Planning System	Input in 2020 consultation process	2020
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		Due to be in place by March 2021
2.14	Local Plans and Neighbourhood Plans to ensure 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	2024
2.15	Local Plans to ensure new developments are designed with filtered permeability to promote sustainable travel	a. Joint Local Plan Review		2021-2024
2.19	Explore installing electric car charging points in car parks	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 b. It has committed to delivering electric charging points in the following car parks in phase one subject to the necessary surveys being carried out: • Heaths Nursery car park, Totnes • Quay Car Park, Kingsbridge • Mayors Avenue Car Park, Dartmouth	There is a further potential to consider additional car parks in phase two which could be: • Fore Street Car Park, Kingsbridge • Cattle market Car Park, Kingsbridge • Victoria Street Car Park, Totnes • Pavilions Car Park, Totnes • Poundwell Meadow Car Park, Modbury Continue to monitor project and investigate the scope to extend into other areas after phase 1	Review after Phase 1 and 2 or by 2022 whatever is sooner

		<ul style="list-style-type: none"> • Creek Car Park, Salcombe • Park & Ride car park, Dartmouth 	and 2		
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, in order to minimise the need to travel for access to services.	a.	Access UK Shared Prosperity Fund if and when its established and re-inforce COVID recovery support grants and initiatives	Review Action once the UK Shared Prosperity Fund is established and review what funding is available and how its allocated	2021
2.21	Rationalise bottle banks in South Hams				tbc
2.22	Investigate the creation of a new EP policy to ensure 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	Now - 2050

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 wiped off the surface of the planet. That’s one out of every four known species¹². A functioning eco-system is critical to supporting humanity’s needs, which rely on a relatively stable climate, flows of fresh water, agricultural pest and disease-vector control, pollination for crops, interrelated facets of a functioning eco-system¹³ The continued decline of mammal, reptile, avian, vertebrate and amphibian species loss over time will lead to a continued defaunation, being primary driver in global ecological change¹⁴

¹² <https://p.widencdn.net/bedxcl/WED-2020-Working-Brief>

¹³ 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

¹⁴ 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 in private and publically owned land through reduced intervention from a land management perspective and reduce usage of herbicides and pesticides for example. 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 choices¹⁵.

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

What have we already done?

- Committed to contribute 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 help 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	Current or Future Tasks	Timescales
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	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 requirement as required by the Supplementary Planning Document using the DEFRA biodiversity metric	Continue to apply policy and Supplementary Planning Document requirements and review at Joint Local Plan revision	2021-2024
		b. Review process and method for spending 10% net gain developer contributions	To review once when the Nature Recovery Network Project is complete	
		c. Review metrics and policy requirements at Plan Review Stage	Joint Local Plan Review	
3.2	Support more approaches by communities for tree planting on our land where they trees and is consistent with land	a. Create a formal system to facilitate a process whereby someone with an	Monitor uptake of process and adjust and review if funding opportunities are presented which will allow the authority to	Develop project once the DNRN project is

¹⁵ 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>

	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)	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	lead as opposed to manage after the planting is completed	finalised (expected 2021)
3.3	Develop and adopt a more biodiversity/environmentally conscious Grounds Maintenance procedure (<i>also linked to R&R action 2.6 and 2.7</i>)	<p>a. The new Grounds Maintenance procedure with a review the following</p> <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 for amending to increase wildlife value balanced against amenity requirements (e.g. for short grass for dog walking/recreation, etc.) 	Develop and adopt a new Grounds Maintenance procedure	2020 – March 2021
3.4	<p>Pushing tree planting agenda within Neighbourhood Plans (allocating spaces for woodland creation and sustainable management)</p> <p>Supporting mapping of local ecological networks/corridors within Neighbourhood Plans</p>	a. Climate Change and Biodiversity Strategy to be sent to Neighbourhood Plan groups to delivery on aim and advise on how to apply findings from the Devon Nature Recovery Network process	On going	On going
3.5	Ring-fencing and promoting a % of Members grant schemes (SCLF/Localities Fund) towards tree planting schemes for community groups, Town and Parish Councils, or money towards a 'Tree Planting grant scheme' (we did this in 2010 for the International Year of			2021

Biodiversity)			
3.6	Develop and adopt a Natural Environment Design Guide to support Development Management proposals – establishing importance of street trees in urban/built environment proposals, trees in new hedge lines, and tree/woodland planting as part of onsite public open space provision	a. Investigate and review during the Joint Local Plan Review stage and using the outcomes from the Nature Recovery Network Project	2021-2024
3.7	Natural coastal and flood management approaches to increase carbon sequestration, reduce erosion, deliver improved catchment management	a. Explore and scope options with the South Devon AONB unit to establish what intervention methods are available	2021
3.8	Potential to apply a % management fee to offsite compensation/Biodiversity Net Gain payments (via s106) to part fund a new/existing role (there will be an additional pressure) in terms of findings sites to delivery this offsite habitat creation (which the LA could either buy and manage, or work in partnership with another, e.g. DWT, RSPB).	a. Review in 2021 once a fund of Biodiversity Net Gain Payments have built	2021
3.9	New development led by South Hams to be exemplar (e.g. Building with Nature, bird and bat boxes, good design with GI, etc).		Ongoing
3.10	Support the Forestry Commission in planting 20 Hectares of woodland throughout South Hams		Ongoing
3.11	Contribute to the creation of a Devon Nature Network and assist with the recovery of Devon's biosphere	a. Enable landowners to express an interest in hosting biodiversity net gain initiatives related to development	Potentially allocate land for Carbon Sequestration as part of Joint Local Plan Review 2021-2024
		b. Local Plan and Neighbourhood Plan reviews to incorporate the principles of the Land Use Framework when setting spatial planning policies and allocating land for development	Joint Local Plan Review 2021-2024
		c. Support community land ownership and management by engaging with communities to designate land/farms as community assets	Provide a point of contact for assistance (Neighbourhood Plan Team & Climate Change Specialist) Ongoing

		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 work in the first instance

Objective 4 - Capability and Engagement

If we are going to meet our target to become net zero by 2050, 'collective action' is essential. Many people throughout the area 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 make lasting change.

By giving the community and business 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 CREDS demonstrated that household activities account for around two-thirds of global greenhouse gases and also identified some key areas where households can contribute most to reducing their carbon footprint¹⁶

There's no mistaking that the emissions cuts to reach net-zero emissions require 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 86221¹⁷ and an area containing 5135 businesses¹⁸, 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 community and have positive engagement

Research produced by the Behavioural Insights Team¹⁹ (TBIT) The Centre for Behaviour & the Environment highlighted an important facet to environmental engagement, that being 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, in order to more effectively reach as many people to promote 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
- 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

¹⁶ 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/>

¹⁷ ONS, population Estimates for UK, England and Wales, Scotland and Northern Ireland: mid-2018-april-2019-geography

¹⁸ ONS, 2019

¹⁹ The Behavioural Insights Team (2019) Behavior Change For Nature: A Behavioral Science Toolkit for Practitioners

Id	Objective / Target	Activity	Current or Future Tasks	Timescales
4.1	Raise awareness of Climate Change and Biodiversity issues as part 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, this will require better infrastructure however - 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 appliances like tumble dryer etc. - Inform residents about how they can recycle Link in more with recycle Devon and all of the other efforts that people 	Climate Change Communication Strategy adopted with frequent newsletters, web and social media activity	<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>

		are going 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	<p>a. Have a presence at community events</p> <p>b. Develop a 'Community Board' of stakeholders in the area to discuss actions and collaborate</p> <p>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</p>	Creation of a Community Board	By December 2020

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

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%

Committee on Climate Change (CCC) - Independent advisory group to 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.

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

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, South Hams and West Devon

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 aim of the act is 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.

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: **24 September 2020**
Title: **DESIGNATION OF MONITORING OFFICER**
Portfolio Area: **Leader of the Council, Cllr Judy Pearce**

Wards Affected: **All**

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

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

Author: **Andy Bates** Role: **Head of Paid Service**

Contact: **email: andy.bates@swdevon.gov.uk**

RECOMMENDATIONS:

That the Council approves the following:

- 1. To remove the Monitoring Officer responsibilities and duties from the Business Manager (Specialists) role;**
- 2. To designate the role of the Monitoring Officer to a Level 3 Head of Legal Services (once appointed);**
- 3. To appoint to the role of Head of Legal Services and Monitoring Officer via an external recruitment process;**
- 4. To ask the Chief Executive 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.**

1. Executive summary

- 1.1 Under the current staffing arrangements the statutory responsibilities of the Monitoring Officer sit with the Business Manager (Specialists). This is a result of the former Head of Legal Services accepting the role of Business Manager in December 2019 and retaining the statutory duties.

- 1.2 The newly appointed Chief Executive and Head of Paid Service conducted a review of the arrangements to ensure there was clarity of accountability for the statutory functions, and that the Council could reduce the risk of legal challenge by making sure the Monitoring Officer had the capacity to respond in a timely and effective manner to all issues referred to the role.
- 1.3 The report proposes a route for changing the designation of the Monitoring Officer role and recommends the designation of the Monitoring Officer role to the Head of Legal Services (once appointed).

2. Background

- 2.1 Under Section 5 of the Local Government & Housing Act 1989 (as amended), the Council has a duty to appoint a Monitoring Officer.
- 2.2 The Monitoring Officer has a number of statutory duties and responsibilities relating to the Council's Constitution and arrangements for effective governance. These duties include maintaining the Constitution, ensuring that no decision or omission of the Council is likely to give rise to illegality or maladministration, and promoting high standards of conduct.
- 2.3 A full list of the Monitoring Officer's responsibilities and delegated powers is included within the Council's Constitution (see Part 2, Article 10.2)
- 2.4 Neither of the Council's other statutory officers - the Head of Paid Service and the Chief Finance Officer - is permitted to also hold the position of Monitoring Officer.
- 2.5 There is no statutory requirement for the position to be held by a legally qualified officer, although this is the most common arrangement in the majority of councils where the senior legal officer typically holds this position.
- 2.6 The Council's Constitution also permits the Monitoring Officer to be a shared position with West Devon Borough Council.
- 2.7 Following the restructure of SLT and ELT in 2019, the incumbent Monitoring Officer was appointed to the role of Business Manager (Specialists):
 - The post holder maintained the statutory role of monitoring officer
 - The role of Head of Legal Services at Level 3 was left vacant pending recruitment to the Chief Executive and Head of Paid Service role

- One of the current Deputy Monitoring Officers was given a special responsibility allowance to direct and supervise the broader areas of work within the Legal Services Community of Practice.
 - There are two Deputy Monitoring Officers (Senior Specialists within the Legal Community of Practice).
- 2.8 The role currently sits within the Extended Leadership Team and attends SLT in an advisory capacity by invitation. The role reports to the Director of Service Delivery, with a 'dotted line' reporting to the Director of Governance and Assurance.
- 2.9 The role of Business Manager (Specialists) is a full-time and complex operational role and places competing demands on the post holder who retains the responsibility and duties of the Monitoring Officer.

3. Outcomes/outputs

- 3.1 Nine months after the implementation of the current arrangements, the Chief Executive and Head of Paid Service conducted a review to make sure that there is clarity of accountability for the statutory functions of the role, and to minimise the risk of a legal challenge by making sure the role has sufficient capacity to respond in a timely and effective manner to any matter that is referred to, or is the responsibility of, the Monitoring Officer.
- 3.2 The designation or withdrawing of the statutory duties of the Monitoring Officer to an officer must be made by the Full Council.

4. Proposal for change and alternative option

- 4.1 Council is asked to adopt the following recommended proposal for changing the designation of the Monitoring Officer duties and responsibilities.
- 4.2 **To remove the Monitoring Officer duties and responsibilities from the Business Manager (Specialists) and to appoint to the vacant L3 Head of Legal Services role and designate the appointee the Monitoring Officer.**
- 4.3 This would appoint to the role left vacant pending the appointment of the Chief Executive. The role would take on the dual role of Monitoring Officer and Head of Legal Services, and would be supported by a Deputy Monitoring Officer(s).
- 4.4 The proposal will provide clarity of accountability for the statutory functions and increase the capacity to respond in a timely and effective manner and thereby reduce the risk of legal challenge against the Council.

- 4.5 Under this proposal, the Monitoring Officer would report to the Director of Customer Service for operational matters but would retain the 'dotted line' reporting to Director of Governance and Assurance where appropriate, including on matters of governance.
- 4.6 The restoration of this structure will also firmly place the statutory role of the Monitoring Officer alongside the other legal duties carried out the wider Legal Services Team and the incumbent will have an oversight of all legal matters, including any potentially contentious issues that may require the Monitoring Officer's attention and/or input at any early stage to prevent the unnecessary escalation of the matter.
- 4.7 In addition, the proposed structure will enable the incumbent to prioritise the statutory duties of the Monitoring Officer without the competing demands of another senior and complex role. The intention being that the Monitoring Officer will be able to be proactive in the advice and support they provide on governance issues, for example on the Council's Constitution and decision-making arrangements, as well as being reactive to issues as they arise.
- 4.8 A decision to appoint to the vacant L3 Head of Legal Services would be supported by a review of the wider Legal Services function to make sure both the regulatory functions (e.g. supporting the DM Committee and Officers, and the governance of the organisation) and property function (e.g. sale, purchase, lease and letting of Government assets) is sufficiently resourced.
- 4.9 The Head of Paid Service will carry out a review of the capacity and resources required.

4.(b) Alternative option considered

- 4.10 **To designate the current Director of Governance and Assurance as the Monitoring Officer and transfer the statutory responsibilities.**
- 4.11 This would have the benefit of placing the Monitoring Officer role firmly within SLT and will give Members clarity over where the statutory responsibilities lie.
- 4.12 Although the fact that the Director of Governance and Assurance is not a qualified lawyer does not prohibit the appointment, it will mean providing sufficient support through the continuation of the two Deputy Monitoring Officer roles or considering the appointment of an additional Deputy Monitoring Officer).

This option therefore has the potential effect of increasing the clarity of accountability, but carries the risk that matters referred

to the Monitoring Officer are not responded to in a timely manner because it may be necessary to seek specialist legal advice from a Deputy Monitoring Officer.

4.13 There is a further concern that the wide ranging senior and strategic responsibilities carried out by the Director of Governance and Assurance might, in reality, leave little time to the focus on the statutory role. Without additional capacity, this could simply replicate the challenges inherent with the existing arrangement.

5. Proposed Way Forward

5.1 The recommendation is to support the proposed route and to remove the Monitoring Officer responsibilities and duties from the Business Manager (Specialists) role. Further it is recommended that the Council designate the role the Monitoring Officer to a Level 3 Head of Legal Services (once appointed), and that the Head of Paid Services makes an appointment to the role of Head of Legal Services and Monitoring Officer via an external recruitment process. Following the appointment, the Chief Executive and newly appointed Head of Legal Services should 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.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Yes	Under Section 5 of the Local Government & Housing Act 1989 (as amended), the Council has a duty to appoint a Monitoring Officer. The appointment must be made by full Council. The Head of Paid Service is responsible for the staffing structure of the Council.
Financial implications to include reference to value for money		The recommended proposal would appoint to the vacant L3 role of Head of Legal Services.. The subsequent review of the legal service may require the addition of new post(s) onto the Establishment, or to the awarding of additional Special Responsibility Allowances to Deputy Monitoring Officers. The Business Manager (Specialists) will have the Special Responsibility Allowance equating to 20% of salary protected for 18 months.
Risk		The risk to the Council of continuing with the current arrangements is the greater potential for

		litigation if the Monitoring Officer is unable to provide timely and effective advice to the Council because of the competing priorities of the Business Manager role.
Supporting Corporate Strategy		The establishment of a sufficiently resourced Monitoring Officer role will support the Corporate Strategy of maintaining good governance
Climate Change - Carbon / Biodiversity Impact		The report has no direct impact
Comprehensive Impact Assessment Implications		
Equality and Diversity		The report has no direct impact
Safeguarding		The report has no direct impact
Community Safety, Crime and Disorder		The report has no direct impact
Health, Safety and Wellbeing		The report has no direct impact
Other implications		

Supporting Information

Appendices:

None

Background Papers:

None

**MINUTES OF THE JOINT MEETING OF THE
OVERVIEW & SCRUTINY PANEL AND THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD REMOTELY VIA SKYPE ON
THURSDAY, 4 JUNE 2020**

Panel Members in attendance:			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr V Abbott	*	Cllr J McKay
*	Cllr L Austen	*	Cllr O'Callaghan
*	Cllr J P Birch (Chairman)	*	Cllr G Pannell
*	Cllr J Brazil	*	Cllr J T Pennington
*	Cllr D Brown	*	Cllr K Pringle
*	Cllr M Chown	*	Cllr H Reeve
*	Cllr R J Foss	*	Cllr J Rose
*	Cllr J M Hodgson	*	Cllr R Rowe
*	Cllr T R Holway	*	Cllr P C Smerdon (Vice Chairman)
*	Cllr S Jackson	*	Cllr B Spencer
∅	Cllr K Kemp	*	Cllr B Taylor
*	Cllr M Long	*	Cllr D Thomas

Other Members also in attendance:
Cllrs K Baldry, H Bastone, J Hawkins, N Hopwood and J Pearce

Item No	Minute Ref No below refers	Officers in attendance and participating
All		Senior Leadership Team, Head of Strategy and Projects, Head of Housing, Revenue and Benefits, Monitoring Officer, Head of Communications, Business Manager (Case Management) and Democratic Services Manager

OSDM.1/20 MINUTES

The minutes of the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee held on 23 January 2020 were confirmed as a true and correct record.

OSDM.2/20 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.

OSDM.3/20 PUBLIC FORUM

In accordance with the Public Forum Procedure Rules, the Chairman informed that one question had been received for consideration during the agenda item.

1. Question from the South Hams Society

Can the District Council please confirm when negotiations with Baker Estates over the Planning Performance Agreement (PPA) began? And do they recognise the reputational risk of doing this with a Developer which, amongst other controversies, has caused the Local Planning Authority (LPA) to fail to comply with planning law in relation to its plans for the K5 site?

In reply, Cllr Pearce made the following statement:

'While ostensibly about the Planning Performance Agreement that the Council has entered into with the Baker Estates, the question is founded upon a number of misconceptions. The principal misconception being that the Council is failing to comply with planning law and the Court Order.

Based on a proper understanding of the facts, I can confidently say that the Council is acting within the law and the terms of the Court Order.

On 27 July 2015 outline planning permission was granted for the erection of up to 60 dwellings, 0.5 hectares of employment land, 2 vehicular accesses, open space, play provision and drainage on the land known as K5, West Alvington Hill, Kingsbridge. Under Condition 3 of the 2015 Outline Planning Permission Baker Estates was required to submit an application for reserved matters before 27 July 2018. Baker Estates submitted an application for reserved matters approval on 23 July 2018. In making the reserved matters application when it did, Baker Estates complied with Condition 3. So, the Outline Planning Permission did not expire as the questioner suggests. The Council refused reserved matters approval on 31 July 2019 and that decision was quashed by the High Court on 2 October 2019. The effect of the Order quashing the decision was to require the Council to re-consider the application afresh. Importantly, as will be apparent from the quote from the Order in the question, the Council was to consider the application and any further submissions.

At the time that the Council issued its decision it was awaiting further details to be submitted. As the questioner is aware, applications evolve throughout the decision-making process in response to representations and in an attempt to overcome objections. This is particularly so in the context of an outline planning permission, where the permission might simply comprise a description and a plan with the site outlined in red. In the case of the K5 Development, the Council requested further details so that the outline development could be defined with greater precision and the likely impacts assessed fully before any decision was made as to whether reserved matters approval should be granted or not. As is quite proper, the further details have been publicised and representations sought. All as it should be while complying with planning law and the Court Order.

It is both lawful and common practice for local planning authorities to enter into planning performance agreements with developers. Indeed, it is encouraged by the Government through its advice in the National Planning Policy Framework and the Planning Practice Guidance. In view of the background that I have explained there is no legal impediment to the Council entering into such an agreement with Baker Estates, negotiations for which I understand began in January this year.'

The Chairman thanked Cllr Pearce and advised that, when sent this response, the South Hams Society would be invited to submit a supplementary question.

OSDM.4/20 **EXECUTIVE FORWARD PLAN**

The Joint Meeting was presented with the most recently published Executive Forward Plan.

In accordance with the Procedure Rules, advanced notice had been given by Cllr Pannell for the following two questions to be raised:

1. The Executive Forward Plan (EFP) refers, under Enterprise, to the proposal for the commercial development of a supermarket in Ivybridge. Are officers content this will be allowed under the category of regeneration?
2. The EFP also refers, under Enterprise, to an update to the Council on any commercial investment opportunities. Why are we continuing with this programme if it is apparently about to be banned?

In combining her response to both questions, the Leader informed that the Council was content that this proposal would be allowed under the category of regeneration. The Leader proceeded to make the point that the entire programme was focused on regeneration in that purchases could only be made within the South Hams and they must have both employment and wellbeing benefits to the District. Finally, the Leader confirmed that, moving forward, it was her wish for the focus of the programme to now be on 'regeneration' as opposed to 'commercial investment'.

OSDM.5/20 **CORONAVIRUS (COVID-19) RESPONSE AND DRAFT RECOVERY AND RENEWAL PLAN DEVELOPMENT**

The Joint Meeting was presented with a report that summarised the work undertaken by the Council in delivering a highly effective response to the challenges of the Covid-19 Pandemic. In addition, the report also outlined some initial thoughts with regard to the challenges that the Council would face and provided an initial opportunity for Members to input into the way forward.

At this point, the Chairman informed that it was his intention for the meeting to first consider the Response element of the agenda item before then providing some initial thoughts on the draft Renewal and Recovery Plan.

(a) Response

In discussion, particular reference was made to:-

- (i) the work of officers in response to the Pandemic. A number of Members wished to thank and pay tribute to the work undertaken by officers since the start of the Pandemic. In particular, special praise was extended to the Deputy Chief Executive and his Senior and Extended Leadership Team colleagues.

Some Members also felt that it would be remiss if the Meeting did not recognise the excellent work that was being carried out by Town and Parish Councils and local community groups. As a result, it was felt that this should be recognised in the recommendation that was to be put forward to the Executive meeting to be held on 18 June 2020;

- (ii) the lessons learned exercise. At the time when the exercise was to be carried out, some Members requested that consideration should be given to the belief that all Members should be engaged right from the offset;

- (iii) the role undertaken by the Community Response Team that had been formed in response to the Pandemic. Members found the initiative to have been very useful and a model that could be adapted in the draft Renewal and Recovery Plan;

- (iv) the latest financial position. The Section 151 Officer provided an update on the financial position and made specific reference to:

- a. the decision-making cycle for an amended Budget for 2020/21. Members were informed of the intention for a draft Budget setting Workshop to be held during August, before a draft amended Budget was then considered by:
 - another Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee to be held on 3 September 2020;
 - the Executive meeting to be held on 17 September 2020; and
 - the Full Council meeting to be held on 24 September 2020;
- b. Central Government listening to the financial plight being faced by District Councils and the latest information being that a comprehensive package was to be announced imminently; and

- c. the latest financial situation for the Council being set out in the Budget Monitoring Report that was to be presented to the Executive meeting to be held on 18 June 2020.
- (v) Business Rates Grants. Members recognised that the Council had responded as soon as was practically possible to distribute grant funding to local businesses. In the likely event of the Business Rates Grant Fund being over-subscribed, officers confirmed that this point had already been recognised and a letter from all Devon District Councils had been sent to Central Government;
- (vi) re-opening public conveniences. By way of an update, officers informed that a risk based approach was being applied to ensure that public and staff safety was considered appropriately. To ensure that this was applied, the new cleaning frequencies and additional length of time for each clean resulted in the Council being unable to reopen all of its public conveniences through the current contract. Officers were therefore working with the contractor as a priority to establish the costs that could be faced in order to achieve a full re-opening programme and the options that were available to mitigate those costs. However, it was noted that some public conveniences would be re-opened in the upcoming days;
- (vii) the Leisure Contract. When questioned, officers confirmed that Fusion had not sought any further grant funding from the Council at this time. The organisation was currently in the process of working up its Centre re-opening proposals and any future negotiations with the Council would be based on these plans;
- (viii) an amendment to the report recommendation was **PROPOSED** and **SECONDED** to read as follows:

‘That the Executive be RECOMMENDED to:

Seek to implement the conclusions of the Joint Meeting on the priority areas for the Strategic Framework for Recovery and Renewal.

In discussion, the majority of Members felt that the amendment was rather pre-emptive and should not be supported at this time. When put to the vote, the amendment was therefore declared **LOST**.

(b) Draft Recovery and Renewal Plan

In providing some initial thoughts on the draft Recovery and Renewal Plan, the Joint Meeting made particular reference to:

Residents Theme:

- There was a need to give consideration to the provision of (energy efficient) single persons living accommodation;
- The vulnerable population must also include those most affected groups: Children and Young People; the Elderly; and the Disabled; and
- The need for emphasis to be given to the role of local Ward Members within their local communities. In particular, the Plan must recognise the need to utilise the local knowledge and expertise of Members.

Business Theme:

- Members were strongly of the view that the benefits should be exploited from the increased ability of individuals to be able to work from home. Furthermore, the potential to see an increase in full-time population (and home-based businesses) in the District was recognised;
- In highlighting the importance of tourism, the Meeting felt that the Council must help where it could. Members acknowledged that such support must complement (but not duplicate) the work of existing tourism destination marketing organisations. Members commented that the likelihood for an increased number of tourists visiting the South Hams should be capitalised upon and the potential for an increase in car parking capacity should be explored. Finally, Members asked that consideration be given to the re-establishment of a local Tourism Forum;
- With regard to public conveniences, there were also strong views expressed that, since they were so closely linked to the tourism industry, then public conveniences must be kept open; and
- The Meeting expressed its support for consideration of the creation of 'Brand South Hams'. As an extension to the point, Members felt that the Council should explore the facilitation of deliveries for local producers and to do all it could to promote the South Hams' excellent local businesses and producers. Moreover, the importance of the farming industry was stressed and Members were of the view that consideration should be given to the re-establishment of a local Agricultural Forum.

Community and Partnerships Theme:

- The Meeting agreed that a proposal that had been submitted by Cllr Rose (as set out below) should be forwarded to the Executive meeting (to be held on 18 June 2020) for onward consideration during development of the Plan:

Introduction

Crises offer both challenges and opportunities. The Covid-19 pandemic has clearly highlighted:

- 1) *The lack of existing community resilience - demonstrated by the dependence of communities on government aid.*
- 2) *The need for community resilience - demonstrated by the unbelievable amount of people who have worried about their most basic needs such as feeding themselves and their families, losing their livelihood, the huge spikes in domestic violence, the lack of sufficient support for those with mental health issues etc...*
- 3) *The ability of communities to come together in the face of adversity, building resilience in the moment of need - demonstrated by the heart warming and inspiring actions of our constituents as they support one another in lockdown, reaching out to the marginalised and elderly, many of whom who have had little to no contact with anybody for years.*

The Proposal

'SHDC recognises that community resilience is essential to mitigating risk of future crises. SHDC recognises that community led initiatives are an effective way to increase community resilience as communities best understand their local needs. SHDC embraces the approach of 'Building Back Better' and recognises the opportunity to build on the momentum generated by communities stepping up to support themselves during the COVID-19 pandemic. As part of its recovery plan, SHDC will support communities to lead on initiatives to increase local resilience, beginning with a consultation to the diverse range of groups that have emerged to tackle the issues brought up by COVID-19, asking them how they imagine building long-term resilience in their communities.

SHDC can support community resilience initiatives by linking community groups to sources of funding, whilst offering advice and networking to the groups. Cluster groups or individual members can liaise with existing community groups and can encourage communication between various local organisations, charities, volunteers and community representatives to create shared goals.

This approach benefits SHDC as it mitigates the risk of future crises through increasing community resilience at little financial cost to the council. Any successful projects will set precedents, generate momentum, encourage creativity in the relationship between council and community and secure a positive reputation for the council, as it will be seen supporting communities from the ground up.

These initiatives should be woven into the foundations of the council's recovery plan and the first step (consulting community groups) can begin immediately. Infrastructure to monitor progress will be needed. SHDC should align itself with organisations such as the South Devon Bioregional Learning Centre and Transition Town, who currently operate across South Hams, building community resilience and offering their extensive expertise.'

Other key points that were raised in relation to the 'Community and Partnerships' Theme were:

- The importance of keeping Town and Parish Councils informed. On this point, it was recognised that, whilst a number of Town and Parish Councils had demonstrated excellent community leadership during the pandemic, a number of others had been found wanting. As a result, there was a role for the Council to play in supporting those Councils that were struggling. Some Members also felt that the town and parish council clustering arrangements should be reinstated. There was also considered to be an immediate role for all Members in facilitating networking meetings with their local Town and Parish Clerks in neighbouring towns and parishes;
- The Meeting felt that the importance of town and parish councils joining the 'Devon Resilience Forum' to support them in each developing their own Emergency Plans should be recognised;
- The need to explore the creation of 'town centre depots' (that were easily accessible for people to collect necessary provisions) was highlighted; and
- With regard to the work undertaken by the Community Response Team, Members were of the view that it could be extended into the future and it was recognised that the Localities Service would have a key role to play in this respect.

Financial Stability Theme:

- The Meeting agreed that a proposal that had been submitted by Cllr McKay (as set out below) should be forwarded to the Executive meeting (to be held on 18 June 2020) for onward consideration during development of the Plan:

'1 Public Loan Works Board (PLWB)

The Chancellor has said that Councils should not be using PWLB loans for commercial property investment or loans for "yield". However, my understanding is loans are available for infrastructure projects. The Council should be looking at developing a plan for local infrastructure within the district and possibly with DCC.

English town and parish councils can also borrow from PLWB (with approval from MHCLG). The Council should look to work with Town and Parish Council on joint projects.

2 Invest in social housing

Works Loan Board (PWLB) Housing Revenue Account (HRA) rates are down 1.0%. As well as providing much need social housing this will in time generate a revenue stream.

3 Capital Investment Programme

The Capital Investment Programme should become the Communities Investment Programme. The Council should be investing in local community projects and green businesses to build the local resilience implied by Build Back Better (BBB). By being active investors in projects the Council can build a diverse portfolio that will provide revenue while providing a stimulus to the local economy. It is BBB with ABCD! The first steps are to work with partners like SH-CVS, Bioregional Learning, Transition Towns, Town and Parish Councils and myriad other community groups to identify need and opportunity.

4 Active Travel

The Emergency Active Travel Fund for Devon is only £1,689,000 but this is the first stage of a £2bn investment in active travel by government. We should have investment ready plans as per Cllr Chown's suggestions so we are ready to draw on these funds. Creating the infrastructure on which other businesses like for instance electric bike hire can build and in which this Council could be an investment partner.'

Other key points raised in relation to the 'Financial Stability' Theme were:

- A Member was strongly of the view that the Council should immediately rule out both the use of Earmarked Reserves and the sale of assets to pay off the 2020/21 Budget shortfall. In addition, the Member felt it essential that, with urgency, Council Reserves should be ringfenced, with assets being devolved to local town and parish councils;
- That the Council should lobby Central Government on issues including: gaining further freedoms and flexibilities over its finances (including capital receipts flexibilities); the switching of domestic properties to business use; and the ability to charge up to double Council Tax for second homes; and
- The need to lobby (and keep informed) both local MPs.

Communications Theme:

- Members had a raft of local networks that could be used to disseminate information to the hard to reach groups within their local wards.

Governance Theme:

- The Meeting agreed that a proposal that had been submitted by Cllr McKay (as set out below) should be forwarded to the Executive meeting (to be held on 18 June 2020) for onward consideration during development of the Plan:

'1 Objectives

The objective should be as the report states to Build Back Better. While the Council may be in a slightly better financial position than it might have been the numbers still look daunting. It is clear that the modus-operandi of the past is unlikely to work post-covid and the Council needs to build on the extraordinary things that have been happening in our communities and to work with them to consolidate and build the future which must have Climate Change and Biodiversity at its core. The way to achieve this is through a vibrant green economy in which the Council is a real investor and partner. The result will be long term resilience for our communities and for the Council;

2 Constitutional Review

The Council's Constitution needs to be overhauled to help it become less focused on the delivery of top-down service provision and more of a partner of local organisations and a facilitator. This will only work if there is a great deal more open government, transparency and involvement of Members in the day to day running of the council. Just as an example, the current delegation scheme does not properly recognise that when Members delegate powers they retain responsibility (to their electorate) and they need to be able to effectively hold those to whom power has been delegated to account for actions taken on their behalf.

3 Constitution Versioning

The constitution is a so called living document but it has no version history, which is essential for such an important core document. In the interests of a new era of transparency, lets version it.

4 Briefings and Questions

While Members receive a bulletin email once a week it is very high-level. To ensure that Members are as involved as possible, there should be regular fortnightly Q&A sessions. Being able to email an officer is not sufficient and does not encourage open and continued dialogue.

5 Localities

The localities officer role could be greatly enhanced in a new community focused Council and while the O&S Task and Finish group came close to a conclusion it would be helpful to revisit this study.

6 Commissioning Model

The commissioning model of working with partners should be reviewed as it is not an appropriate way of building relationships with partner organisations.

The model used should focus on collaboration and not be perceived as buying in a service from a third-party.'

Other key points raised in relation to the 'Governance' Theme were:

- All Locality Engagement Officers should attend town and parish council meetings within their local areas;
- Whilst remote meetings had worked well to date, some Members felt that they were not ideal to conduct meetings of Full Council and the Development Management Committee (on the occasions when major planning applications were to be considered).

Service Recovery Theme

- The need to re-convene the Locality Service Task and Finish Group was recognised; and
- The importance of the Leisure Contract with Fusion was also highlighted.

It was then:

RECOMMENDED

That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee **RECOMMEND** to the Executive to:

1. Note and endorse the Council's response to the Coronavirus (COVID-19) Pandemic to date and thank and congratulate the Parish and Town Councils and other Community Groups for their response and actions to the COVID-19 Pandemic;
2. Request that Officers develop a Recovery and Renewal Plan in line with the framework and objectives as outlined in Appendix 1 of the presented agenda report;
3. Take into account the conclusions of the Joint Meeting on the priority areas for the Strategic Framework for Recovery and Renewal; and
4. Request that an update on progress against development of the Plan be brought back to a Joint Meeting of the Overview and Scrutiny Panel / Development Management Committee on 3 September 2020.

(Meeting started at 10.00 am and concluded at 4.20 pm)

Chairman

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**MINUTES OF THE MEETING OF THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD via SKYPE, ON WEDNESDAY,
8 JULY 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; Specialist Project Officer (DM); Deputy Monitoring Officer; Affordable Housing Officer, Senior Specialist (Natural Resources & Green Infrastructure); Specialist (Place Making); Democratic Services Manager; and Specialist (Democratic Services)

DM.01/20 MINUTES
The minutes of the meeting of the Committee held on 11th March 2020 were confirmed as a correct record by the Chairman.

DM.02/20 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 application **2434/18/ARMOPA** as she was a Member of the South Devon AONB Partnership Committee. She remained in the meeting and took part in the debate and vote thereon:

Cllr B Taylor declared a personal interest in application **2434/18/ARMOPA** 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 this application was original heard and deferred, therefore although he remained in the meeting, Cllr Taylor took no part in the debate nor vote thereon:

DM.03/20 **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.04/20 **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) 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.

On 12th February 2020, the Development Management Committee considered this reserved matters application and following the officer presentation, public speaking and member debate, the committee resolved to defer the application for the following reasons:

1. *The siting of affordable homes across the site*
2. *Clarity over DEV26 biodiversity enhancement*
3. *The number of homes accessed via steps and parking being too remote from properties in the eastern portion of the site*
4. *Landscaping throughout estate and opportunities for more strategic green spaces*
5. *Housing mix*
6. *Scale and massing of the flats in the south eastern corner of the site*

Case Officer Update:

Four additional letters of representation (LoR) have been received and a response from Natural England (NE) leading to further discussions with NE. Additional points raised in the new LoRs include reduction in height of block of flats is not enough to fit in with the extant buildings, lack of medical facilities and school capacity, previous application has been rejected by the Planning Inspector, access road is not wide enough at exit point, red line shown incorrectly and the applicant does not own the hedge but Devon District Council does, issuing false or misleading certificate (although the Case Officer explained that there is no certificate for red line plan nor reserved matters so this was not misleading and would have been clarified at outline stage).

Natural England have requested more information on foul water drainage and surface water drainage into estuary and SSSI. The case officer confirmed that foul water drainage had been dealt with at outline stage with no outstanding off-site obligations on the applicant. Applicant was originally seeking confirmation of compliance with Condition 12, surface water drainage and was awaiting confirmation of acceptability from Natural England. It has been agreed to remove consideration of this condition from the recommendation to allow NE to confirm they are satisfied with the surface water drainage proposals. Local Lead Flood Authority have confirmed they are satisfied with the intended scheme in terms of run off rate and water quality. As this is a requirement to be discharged before works can start, the case officer felt that this could be dealt with at a later date.

Recommendation: Grant reserved matters consent and discharge conditions 11 (foul drainage), 14 (landscaping) and 18 (LEMP) of 28/0508/15/O.

Review of reasons of deferral:

1. Affordable homes – pair moved into western portion, so now have four in western and 12 in eastern sections. Nine in block of flats, now grouping well within emerging SPD. Affordable housing team happy with mix and distribution of affordable housing as it now stands.

Following questions from Members, the Case Officer clarified that the siting of affordable homes would be secured through the provisions of the existing S106. A Ward Member noted that the affordable houses were still congregated into limited areas, and that the steepest slope of the site was across the social housing area, whilst statistically those utilising social housing were more likely to have disabilities than the general populace.

2. Clarity over DEV26 bio enhancement – specific cirl bunting and reptile mitigation area on edge of development, 1/3 of area mown each year in rotation. This area specifically designed for cirl buntings, reptiles and re-hedging and would be fenced off. Separate open spaces for public use and increased wild flower and tree planting in the development, along with bat and bird boxes. Some existing hedgerows retained but some removed to allow for access into the development. Senior Specialist (Natural Resources & Green Infrastructure) had approved plans in terms of DEV26. One tree removed and some hedging to allow for lower entry into development. Access points approved at first stage.

Following questions from Members, the case officer confirmed that a corner of the biodiversity offset area would be used as construction storage area and then would be returned to mitigation at the end of construction. CO also confirmed that outlying consent lists that the trees within public spaces would be under control of the management company and would be replaced at the next planting season if they died within the first five years.

Members asked for TPOs (Tree Preservation Order) to be added to any new tree planted.

The Senior Specialist (Natural Resources & Green Infrastructure) confirmed that the number of bat and bird boxes, while on the low side, was within guidelines in the emerging SPD.

3. Steps and remote parking at Eastern site. The case officer outlined the amendments made to the plan: the proposal to bring in a new footpath link higher up the hill avoiding steps, giving additional pedestrian access for those living in the units. An alternative design of introducing a snaking footpath had been considered but it was decided that the loss of open space and play area, on balance, was too great. Wheeling ramps to be added to any steps which would help move bikes up and down steps.

Some Members felt that the proposed footpath was too long a detour and a slope would be better for prams and wheelchair users. However, other Members felt that the loss of open space was too great a compromise for the slope, with one Member saying pram use was easier with steps as rests could be taken.

4. Landscaping throughout estate and more green space – more tree planting has been added to help soften the development. Increased strategic open space due to proposed new pathway.
5. Housing Mix – although the housing mix was not reserved matters, the applicant had changed one four bed house into a pair of semi-detached two bedroom units.
6. Scale and massing of the flats in the SE corner of the site – part of the apartment block has been reduced in height by a storey.

Members were still very concerned with the appearance and siting of the block of flats, commenting that the height of the block was still overpowering considering the height and style of nearby housing. Members commented that the site is at the entrance to the AONB and on the edge of Kingsbridge and that the current design and siting of the block of flats was not good enough for the AONB, being end on to the road and completely uncharacteristic for Kingsbridge.

Members also expressed grave concerns for the trees and hedgerow along the site. Whilst the majority of the hedgerow and all bar one tree are in the plan and therefore to be kept, it was felt that the siting of the block of flats at only 6 metres from back edge of the footway and 1.4 metres from the trees and hedgerow, would result in damage to same during the build. Members stated that the loss of these mature trees would impinge greatly on the AONB.

Several Members also commented on the design of the block of flats commenting that it was bland in design with lots of render, but is strategic view as come up the hill. The applicant confirmed that the natural stone lower portion and slate roof had been a clear preference of in order to satisfy

Policies DEV10 and DEV 20 and respect the local vernacular.

Committee Decision: Deferral

Reasons for Deferral:

As outlined in greater detail above:

3. The number of homes accessed via steps, and parking being too remote from properties in the eastern portion of the site, not sufficiently addressed.

6. Scale and massing of the block of flats in the south eastern corner of the site – particularly in relation to the close proximity to the existing trees and hedgerow on West Alvington Hill, and in terms of siting within the AONB

DM.05/20 **PLANNING APPEALS UPDATE**

Deferred due to absence of Development Management Manager due to illness.

(Meeting commenced at 10:00 am and concluded at 1:31 pm)

Chairman

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**MINUTES OF THE MEETING OF THE
OVERVIEW & SCRUTINY PANEL
HELD AT FOLLATON HOUSE, TOTNES ON
THURSDAY, 16 JULY 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 V Abbott, K J Baldry, H D Bastone, J Brazil, D Brown, J D Hawkins, J M Hodgson, T R Holway, N A Hopwood, G Pannell, 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	O&S.4/20	Head of Housing, Revenue and Benefits, Senior Housing Specialist and Housing Specialist
8	O&S.5/20	Head of Commissioning and Contracts and Senior Specialist (Waste Strategy and Commissioning)
9	O&S.6/20	Head of IT

O&S.1/20 MINUTES

The minutes of the meeting of the Overview and Scrutiny Panel held on 27 February 2020 were confirmed as a correct record and signed by the Chairman.

O&S.2/20 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.3/20 PUBLIC FORUM

In accordance with the Public Forum Procedure Rules, the Chairman informed that no questions had been received for consideration but there were none received.

O&S.4/20 EXECUTIVE FORWARD PLAN

The Panel was presented with the most recently published Executive Forward Plan.

In response to a request for an update on the 'Formation of a Wholly Owned Company' proposal, officers advised that legal advice had been sought on the most appropriate means of structuring such a Company and it was agreed that a more detailed update would be presented to the Panel meeting to be held on 8 October 2020.

(a) Homelessness Strategy Action Plan

The Panel considered a report that sought to recommend to the Executive that the Homelessness Strategy Action Plan for 2020-21 be adopted.

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

- (i) the Young Devon project begin particularly well received in local schools;
- (ii) the work of lead officers. A number of Members in attendance paid tribute to the excellent work undertaken by those lead officers working on the homelessness prevention agenda. As a consequence, an additional recommendation (as below) was **PROPOSED** and **SECONDED** and, when put to the vote, was declared **CARRIED**:

'That the Panel thank the Housing Team for the production of an excellent report and for all of their hard work.'

- (iii) the impact of the COVID-19 pandemic. When questioned, officers confirmed that, whilst the service had not seen a significant spike in instances of Domestic Violence, it was already becoming apparent that the impacts on both mental health and financial hardship were proving to be very significant;
- (iv) the Action Plan providing focus towards moving rough sleepers into temporary accommodation. Officers proceeded to assure the Committee that they monitored the rough sleeper situation particularly closely;
- (v) widespread support being expressed for the adoption of the Action Plan.

It was then:

RESOLVED

1. That, with effect from 1 April 2020, the Executive be **RECOMMENDED** to adopt the Homelessness Strategy Action Plan 2020/21 (as attached at Appendix 3 of the presented agenda report); and
2. That the Panel thank the Housing Team for the production of an excellent report and for all of their hard work.

O&S.5/20

WASTE SERVICE UPDATE – PRESENTATION AND BRIEFING NOTE

The Head of Commissioning and Contracts conducted a presentation that provided an update on the proposed revisions to the Waste and Recycling Service.

During discussion, the following points were raised:-

- (a) The importance, as the project evolved, of both regular Member involvement and awareness and a clear Communications Strategy were stressed by a number of Members;
- (b) It was confirmed that the new Service was being developed to reflect the public wish to increase recycling provision. For example, officers advised that the new Service would include the provision for kerbside collection of glass materials;
- (c) With regard to the disposal of single use gloves and face masks, it was confirmed that Government guidance was that these could not be recycled at this present time. In recognising that there was an organisation that was offering to recycle these products, it was requested that officers look to signpost residents to the availability of this service;
- (d) In response to a specific staffing matter raised, officers advised that they would report the issue to the contractor and ask that all of their staff be reminded of their Code of Conduct;
- (e) The lead Executive Member encouraged his fellow Members to refrain from raising day-to-day operational issues with the lead officers. Instead, the Member requested that such matters be raised either via the Localities Service or the 'report online' functionality on the Council website;
- (f) The Committee was assured that all Members would have advanced sight of the proposed round reviews prior to them being implemented. This assurance was welcomed by a number of Members;

- (g) It was hoped that the public confusion over what currently could (and could not) be recycled would be overcome through the new Service;
- (h) A Member felt that the cost implications arising from the new Service should be considered at a future meeting of the Audit Committee. Since the Member was a serving Audit Committee Member, the Chairman encouraged him to raise it at a future meeting of that Committee at the time when the future Work Programme was being discussed.

It was then:

RESOLVED

That the Panel thank lead officers for their presentation and supporting Briefing Note that outlines the delay to the Waste and Recycling Service.

O&S.6/20 ICT UPDATE

A report was considered that provided an overview of work that had been completed in the IT service area during the previous twelve months as part of a continuous programme of work designed to further improve its security, resilience, availability and capability. In addition, the report also highlighted proposed improvements to be implemented over the year ahead.

In discussion, the following points were raised:

- (a) Officers confirmed that a detailed training programme would be made available to Members during the proposed roll-out of Microsoft Teams and Office365;
- (b) Members were advised that, whilst the service had been required to work from home during the Pandemic, this had not resulted in any impact on service delivery or the progress of the Future IT project;
- (c) With regard to the constraints arising from regular software and security updates, all Members were encouraged to shut down their IT devices at the end of each day to minimise the impact of any disruption.

It was then:

RESOLVED

That the Panel note the continuous improvement and evolution of the Council's IT platform to meet the needs of its ambitious and successful service delivery model.

O&S.7/20 OVERVIEW AND SCRUTINY ANNUAL REPORT

The Panel considered a report that presented its Annual Report for 2019/20.

In debate, Members recognised the impressive amount of work that had been undertaken by the Panel during 2019/20 and the Chairman, Vice-Chairman and lead officers were subsequently thanked for their work in supporting the effectiveness of the Overview and Scrutiny function.

It was then:

RECOMMENDED

That Council be **RECOMMENDED** that the Overview and Scrutiny Annual Report for 2019/20 be approved.

O&S.8/20 TASK AND FINISH GROUP UPDATES

(a) Locality Service

The Panel recognised that the Locality Service would be central to the Council's Recovery Plan to the COVID-19 Pandemic. As a result, Members noted that the draft Plan was next to be considered at a joint meeting of the Panel and Development Management Committee that was to be held on 3 September 2020.

It was therefore considered appropriate for a further update from the Group to be presented to the Panel meeting to be held on 8 October 2020.

Finally, the Panel agreed a proposal whereby Cllr Jackson replaced Cllr Birch as a serving Member of the Task and Finish Group.

O&S.9/20 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:

- The Chairman put forward a proposal to establish a Task and Finish Group to develop a Consultation and Engagement Strategy. In discussion, Members were supportive of this suggestion and it was **PROPOSED** and **SECONDED** and when put to vote was declared **CARRIED** that:

'1. A Consultation and Engagement Strategy Task and Finish Group (comprising of Cllrs Birch, Chown (subject to his availability to partake), Reeve, Rose (Group Chairman), Spencer and Thomas) be established; and

2. The Group be tasked with presenting its concluding report to the Panel meeting to be held on 19 November 2020.'

- The Panel was reminded of its earlier request (Minute O&S.4/20 above refers) to receive an update on the proposed formation of a Wholly Owned Company at its meeting to be held on 8 October 2020.

(Meeting started at 10.00 am and concluded at 11.50 am)

Chairman

**MINUTES OF A MEETING OF THE AUDIT COMMITTEE
 HELD VIA SKYPE ON THURSDAY, 23 JULY 2020**

Members in attendance			
* Denotes attendance			
∅ Denotes apology for absence			
*	Cllr L Austen (Vice-Chairman)	*	Cllr J T Pennington
*	Cllr J Brazil	∅	Cllr B Spencer
*	Cllr T R Holway (Chairman)	*	Cllr B Taylor
*	Cllr J McKay		

Members also in attendance:
Cllrs V Abbott, H D Bastone, J D Hawkins, N A Hopwood and J A Pearce

Item No	Minute Ref No below refers	Officers and Visitors in attendance
All Items		Section 151 Officer; Director of Place and Enterprise; Head of Assets; Internal Audit Manager; Democratic Services Manager; Devon Audit Partnership Representatives and Grant Thornton Representatives

A.1/20 MINUTES

The minutes of the meeting of the Committee held on 25 June 2020 were confirmed as a true and correct record.

A.2/20 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 none were made.

A.3/20 DEVON AUDIT PARTNERSHIP – NON-VOTING PARTNER

At its request, the Committee considered a report that outlined the potential benefits and impacts of being a ‘non-voting’ partner of the Devon Audit Partnership in comparison to being a ‘full’ partner.

In discussion, the Committee recognised that the current relationship was working particularly well for both partners and support was expressed for the report recommendation.

It was then:

RESOLVED

That the continued membership of the Devon Audit Partnership as a 'non-voting' member be endorsed.

A.4/20 **EXTERNAL AUDIT PROVISION**

The Committee considered a report that summarised the Council's current external audit arrangements and the background of the Public Sector Audit Appointments (PSAA).

In discussion, the previously raised frustrations over the ability for External Audit Fees to be increased without prior warning were repeated.

It was then:

RESOLVED

That the contents of the report be noted.

A.5/20 **IVYBRIDGE REGENERATION PROJECT**

A report was considered in light of the following Executive recommendation being made at its meeting held on 18 June 2020 (Minute E.89/19 refers):

'That the Audit Committee Work Plan be updated to ensure that the Risk Management elements of the Ivybridge Regeneration project be considered at a future meeting.'

In debate, the following points were raised:-

- (a) Officers confirmed that the Risk Register for the project continued to evolve and, in the event of any significant changes being made, an updated version would be circulated to Members;
- (b) In light of Members wishing to consider the exempt appendices, it was **PROPOSED** and **SECONDED** and on being put to the vote declared **CARRIED** that:

'In accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Act is involved.'

Having been informed that the next gateway decision on the project was due to be made at the Council Meeting to be held on 24 September 2020, some Members proceeded to express the view that the Council should wait for the full impact of the COVID-19 Pandemic to be realised.

Contrasting views were also expressed with regard to the principal of repaying 50% of the Debt over a 50 year term. As a result, the Committee requested that:

'The Business Case also takes into account the principal of paying back 100% of the Capital Debt over a 50 year term.'

Once the Committee was content that it had no further questions and issues to raise that related to the exempt appendices, it was then **PROPOSED** and **SECONDED** and on being put to the vote declared **CARRIED** that:

'The public and press be re-admitted to the meeting.'

It was then:

RESOLVED

That the Committee has considered the Risk Management elements of the Ivybridge Regeneration project and specifically requests that the Business Case also takes into account the principal of paying back 100% of the Capital Debt over a 50 year term.

(Meeting commenced at 10.00 am and concluded at 11.00 am)

Chairman

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**MINTUES OF A MEETING OF
THE EXECUTIVE
HELD VIA SKYPE ON THURSDAY 30 JULY 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, Austen, Birch, Brazil, Brown, Holway, Long, O'Callaghan, Pennington, Pringle, Reeve, Rowe, Smerdon, Spencer, Taylor

Officers in attendance and participating		
All items		Chief Executive; Director of Place and Enterprise; S151 Officer; Democratic Services Manager; Head of Environmental Health and Licensing; Senior Specialist Legal; Specialist Democratic Services

E.01/20 MINUTES

The minutes of the Executive meeting held on 18 June 2020 were confirmed as a true and correct record.

E.02/20 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.03/20 PUBLIC QUESTION TIME

No questions were received.

E.04/20 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 with the following amendments:

- The Devon District Procurement Strategy was deferred to early 2021 to enable officers more time to consider the consequent

impact of the recovery plans and to make sure that any adopted procurement strategy aligns to those, along with the Climate Change and Biodiversity Action Plan.

- Environment FCC contract review was moved from 17 September 2020 meeting to 22 October 2020 meeting

E.05/20 **MONTH 3 REVENUE BUDGET MONITORING 2020/21 (to end of June 2020)**

The Lead Member for Budget Monitoring and Operational Finance presented Members with a report that enabled them to monitor income and expenditure variations against the approved budget for 2020/21, particularly in light of the impact of the Covid 19 pandemic, and provided a forecast for the year end position. The report set out an overall projected shortfall of £1.313 million for 2020/21.

The projected £1.3 m shortfall was noted as primarily due to the impact of the Covid-19 pandemic and included the Central Government grant already received. Officers confirmed that finances were being monitored on a monthly basis and figures would be revised subsequently to this monitoring. There would be a Members Budget Workshop on 27 August 2020 to explore options for an amended budget for 2020/21. It was reinforced the importance of Members attending this workshop. Officers were thanked for all the work involved.

It was then **RESOLVED** that the Executive note:

- i) the significant forecast income and expenditure variations for the 2020/21 financial year and the overall projected shortfall of £1.313 million (14.0% of the total annual Budget of £9.411 million).
- ii) the loss of income streams already experienced by the Council in April 2020, May, and June 2020 of £1.247 million in total as shown in Section 6 of the presented agenda report.

E.06/20 **WRITE OFF REPORT**

The Executive considered a report that informed Members of the debt written off during Quarter 4 up until March 2020. The report advised that Debts up to the value of £5,000 could be written off, under delegated authority, by the Section 151 Officer. The report stated that permission needed to be sought from the Executive to write off individual debts with a value of more than £5,000.

Officers clarified that there were nine individual cases over £5,000, all of which were in relation business rates debt, and related to either insolvency or bankruptcy.

It was then **RESOLVED** that the Executive:

1. noted that, in accordance with Financial Regulations, the S151 Officer had authorised the write-off of individual South Hams District Council debts totalling £57,837.35 as detailed in Tables 1 and 2 of the presented agenda report; and
2. approved the write off of an individual debt in excess of £5,000 totalling £237,831.07, as detailed in Table 3 of the presented agenda report.

E.07/20 **CHANGES TO PEST CONTROL SERVICE**

The Lead Member for Health and Wellbeing presented the Committee with a report outlining the changes to the costs involved in providing the pest control service to residents due to the end of the last contract and following the procurement process for a new contract.

Reduction in service was expected to be 50% but officers would monitor this and undertake a review if this was significantly different. The importance of a review being undertaken was recognised by Members and an additional recommendation was **PROPOSED** and **SECONDED** that sought to present the outcome of a review back to the Executive in twelve months time, When put to the vote, this addition was declared **CARRIED**.

It was then **RESOLVED** that the Executive:

1. approved the removal of free pest control (rats and mice treatments) service for residents and replace it with a free service for benefit recipients only (Option 4 refers at paragraph 4.4 of the presented agenda report);
2. accepted and approved the tender from Terminix to deliver the service in South Hams area; and
3. request that officers undertake a twelve month review, with the outcome then reported back to the Executive

E.08/20 **EXCLUSION OF PUBLIC AND PRESS**

RESOLVED

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Act is involved.

E.09/20 **URGENT ITEM: FUSION UPDATE**

Members considered an exempt report that outlined the proposed

approach to further support of the Fusion Leisure Group. It was noted that this item had been brought forward as an urgent item in light of the associated time constraints.

The Lead Member for Health and Wellbeing updated on the current situation with the Fusion Leisure Group following the impacts due to the Covid-19 pandemic.

Members sought clarification about facilities available to residents, potential long term impact, what Fusion would be paying for and what these monies would cover.

There followed a full and frank discussion and it was then **RESOLVED** that the Executive **RECOMMENDED** to Council:

1. To provide interim financial support of £88,000 (as set out in Appendix A of the report) to Fusion, on terms to be agreed by the Director of Place and Enterprise, in consultation with the Section 151 Officer, to secure positive health and wellbeing outcomes in the District, which are the re-opening of the new pool and dryside in Ivybridge and the dryside facilities in Kingsbridge;
2. That the cost of £88,000 is funded from the Economic Regeneration Earmarked Reserve and it is noted that this interim financial support covers the months of July, August and September for leisure provision.
3. That a future decision on leisure provision for the months of October 2020 onwards is taken at the Council meeting on 24th September 2020.

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF E.09/20 WHICH WAS A RECOMMENDATION TO THE SPECIAL COUNCIL MEETING HELD ON 30 JULY 2020, WILL BECOME EFFECTIVE FROM 5.00PM ON MONDAY 10 AUGUST 2020 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).

(Meeting commenced at 10:00 am and concluded at 11:21 am)

Chairman

**MINUTES OF A MEETING OF THE AUDIT COMMITTEE
HELD VIA SKYPE ON THURSDAY, 30 JULY 2020**

Members in attendance			
* Denotes attendance			
∅ Denotes apology for absence			
*	Cllr L Austen (Vice-Chairman)	*	Cllr J T Pennington
*	Cllr J Brazil	*	Cllr B Spencer
*	Cllr T R Holway (Chairman)	*	Cllr B Taylor
*	Cllr J McKay		

Members also in attendance:
Cllrs V Abbott, H D Bastone, J D Hawkins, J A Pearce and R Rowe

Item No	Minute Ref No below refers	Officers and Visitors in attendance
All Items		Chief Executive, Section 151 Officer; Head of Finance; Head of Strategy & Projects; Democratic Services Manager; and Grant Thornton Representative

A.6/20 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 none were made.

A.7/20 DRAFT STATEMENT OF ACCOUNTS 2019/20 AND DRAFT ANNUAL GOVERNANCE STATEMENT 2019/20

A report was considered that presented the draft Statement of Accounts for 2019 and the draft Annual Governance Statement (AGS) for the financial year ended 31 March 2020.

In discussion, reference was made to:

- (a) an update from the Grant Thornton representative. By way of an update on the External Audit, the representative informed that, whilst the work was proving to be more difficult to undertake remotely, the Audit was now almost 70% completed. Whilst the more significant corporate risks still needed to be signed off by the External Auditor, it was noted that no issues of concern had yet been identified;

- (b) the shortfall in Housing Benefit overpayment recoveries. Officers advised that this shortfall was attributed to the Council now being in receipt of real time information from the Department for Work and Pensions;
- (c) the anticipated £4 million borrowing on Capital Expenditure contained within the Capital Programme. At the request of the Committee, the Section 151 Officer agreed to provide additional information on the anticipated £4 million borrowing to Members outside of the meeting;
- (d) the Community Housing initiative. A Member expressed his disappointment at the apparent lack of Community Housing being generated through this initiative. In reply, the Section 151 Officer advised the Committee that an update report on this initiative was to be presented to the Executive at its meeting to be held on 17 September 2020;

In conclusion, a number of those Members in attendance wished to put on record their thanks to the finance officers for their hard work in producing both the draft Statement of Accounts and the draft AGS.

It was then:

RESOLVED

That the draft Statement of Accounts and the draft Annual Governance Statement for the financial year ended 31 March 2020 be noted.

A.8/20

ANNUAL REPORT 2019/20

The Committee considered a report that presented the Council's draft Annual Report for 2019/20.

In discussion, the following points were raised:

- (a) With regard to the average house price and annual average income information, officers advised that there was an error on the draft Annual Report. Prior to bring finalised, it was noted that the average house price in the South Hams was in fact 13 times the annual average income;
- (b) Once approved by Council, it was felt that the Annual Report should be circulated to all town and parish councils in the South Hams.

It was then:

RESOLVED

1. That the progress and achievements made by the Council be noted; and

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

(Meeting commenced at 2.00 pm and concluded at 3.00 pm)

Chairman

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**MINUTES OF THE JOINT MEETING OF THE
OVERVIEW & SCRUTINY PANEL AND THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD REMOTELY VIA SKYPE ON
THURSDAY, 3 SEPTEMBER 2020**

Panel Members in attendance:			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr V Abbott	*	Cllr O'Callaghan
*	Cllr L Austen	*	Cllr G Pannell
*	Cllr J P Birch (Chairman)	*	Cllr J T Pennington
*	Cllr J Brazil	*	Cllr K Pringle
*	Cllr D Brown	*	Cllr H Reeve
*	Cllr M Chown	*	Cllr J Rose
*	Cllr R J Foss	*	Cllr R Rowe
*	Cllr J M Hodgson	*	Cllr P C Smerdon (Vice Chairman)
*	Cllr T R Holway	∅	Cllr B Spencer
*	Cllr S Jackson	∅	Cllr J Sweett
*	Cllr K Kemp	*	Cllr B Taylor
*	Cllr M Long	∅	Cllr D Thomas
*	Cllr J McKay		

Other Members also in attendance:
Cllrs K Baldry, H Bastone, J Hawkins, N Hopwood and J Pearce

Item No	Minute Ref No below refers	Officers in attendance and participating
All		Senior Leadership Team and Democratic Services Manager

OSDM.6/20 MINUTES

The minutes of the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee held on 4 June 2020 were confirmed as a true and correct record.

OSDM.7/20 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.

OSDM.8/20 PUBLIC FORUM

In accordance with the Public Forum Procedure Rules, the Chairman informed that no questions had been received for consideration during the agenda item.

OSDM.9/20 EXECUTIVE FORWARD PLAN

The Joint Meeting was presented with the most recently published Executive Forward Plan.

In introducing the Plan, the Chairman confirmed that, in accordance with the adopted Procedure Rules, there had been no prior requests for updates to be received on any of the items listed.

OSDM.10/20 AMENDED BUDGET 2020/21

Members considered a report that sought to recommend a series of options in order to produce an amended Revenue Budget for 2020/21.

In her introduction, the Leader of Council thanked Members for their invaluable contributions during the recent Budget Workshop and wished to put on record her gratitude for the hard work of the Section 151 Officer and her finance colleagues in producing such a comprehensive draft amended Budget for 2020/21.

In discussion, particular reference was made to:-

- (a) car parking income. In light of the summer season in the South Hams being busier than previously envisaged, a Member asked whether this had seen a positive impact on car parking income. In reply, officers advised that the information was still being compiled but would be available in time for the Executive meeting to be held on 17 September 2020;
- (b) the leisure contract. The Joint Meeting was reminded that a further report on the leisure contract was to be considered by the Council at its meeting to be held on 24 September 2020;
- (c) an amendment to part 1 of the motion. An amendment was **PROPOSED** and **SECONDED** that read as follows:

'That the Joint Meeting recommend to the Executive to recommend to Council that the options 1 to 4 (as set out in Section 5.2 of the presented agenda report) be agreed (totalling £433,000) and the remainder of £880,000 be taken from the Unearmarked Reserve, in order to produce an Amended Revenue Budget for 2020-21.'

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

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

It was then:

RECOMMENDED

That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee **RECOMMEND** to the Executive to **RECOMMEND** to Council that:

1. the ten options totalling £1,313,000 (as summarised below) be approved in order to produce an Amended Revenue Budget for 2020/21:
 - use the third tranche of COVID-19 funding received from Central Government (£121,000);
 - use the New Burdens Government Grant funding received for the administration of the Business Rates Grants (£170,000);
 - utilise the 2019-20 Statement of Accounts underspend (£112,000);
 - use funding from the Strategic Change Transformation Programme (T18) Earmarked Reserve (£30,000);
 - cease the 2020/21 annual contribution towards building up a budget for future years for the Follaton Roof and Follaton Lift (£80,000);
 - use funding from Unearmarked Reserves (£200,000);
 - use funding from the Economic Regeneration (Business Rates Pilot Gain) Earmarked Reserve (£127,000);
 - cease the Repairs and Maintenance (R&M) contribution for the R&M Earmarked Reserve (£80,000);
 - use funding from the Business Rates Retention Reserve (£343,000); and
 - cease making a contribution to the Planning Earmarked Reserve in 2020/21 (£50,000);
2. Unearmarked Reserves be replenished through a range of measures to be agreed as part of the Medium Term Financial Strategy as set out at Section 5.8 of the presented agenda report;
3. it be noted that the future capacity of Reserves (as set out at Section 5.13 of the presented agenda report) may have to be called upon to meet any future financial challenges and/or additional requirements; and
4. the funding within the Business Rates Retention Fund be earmarked for employment land opportunities (as outlined at Section 8.7 of the presented agenda report).

OSDM.11/20 **CORONAVIRUS (COVID-19) RECOVERY AND RENEWAL PLAN DEVELOPMENT UPDATE**

The Joint Meeting was presented with a report that summarised what continued to be a highly effective response to the challenges of the Pandemic; detailed key recovery actions already completed or underway; and proposals to develop and implement the first iteration of the Council's long/medium term recovery and renewal plans.

The Chairman informed of his intention for the Meeting to consider the draft Recovery and Renewal Plan on a theme by theme basis:

Theme 1: Business and Economy

In discussion, the following points were raised:

- (a) The lead Executive Member advised that, whilst still very much in its infancy, he was committed to developing the Business Forum concept as the Plan continued to evolve;
- (b) An addition was **PROPOSED** and **SECONDED** for inclusion in the Plan that read as follows:

To include the following addition in accordance with action 1.5:
'Engage with existing businesses to understand what support they need':

'Support taxpayers who currently find themselves excluded from meaningful support.'

The proposer highlighted that there were still local taxpayers who were not able to obtain meaningful support from Central Government for a variety of reasons and he considered it to be important for the Council to do everything that it could to assist these people.

The Joint Meeting proceeded to recommend that this addition should be included in the draft Plan;

Theme 2: Place and Environment

In discussion, reference was made to:

- (a) the importance of the Climate Change and Biodiversity agenda being an underpinning issue throughout every aspect of the draft Plan;
- (b) increasing wildflower spaces and protecting wildlife corridors. Some Members singled out these actions for particular focus and felt that the Council should place significant emphasis on these matters. In addition, the view was expressed that the Council should look towards working in partnership with those local town and parish councils who had also declared a Climate Change and Biodiversity Emergency;

- (c) the need to utilise external advisors. To deliver on a number of the proposed actions, a Member felt that the Council should be looking to take advantage of the wealth of external local knowledge and expertise that was residing within the South Hams area;
- (d) the proposal to influence the development of active travel schemes. Support was expressed for the inclusion of this action within the draft Plan.

Theme 3: Residents, Communities and Partnerships

The Joint Meeting expressed its support for the content of the draft Plan as presented.

Theme 4: Service Recovery and Redesign

The Joint Meeting expressed its support for the content of the draft Plan as presented.

Theme 5: Communications and Governance

In discussion on this Theme, particular reference was made to:

- (a) the format of the Council Constitution. The need to re-design the Council Constitution to ensure that it was a more reader friendly document was recognised;
- (b) an amendment to the draft Plan was **PROPOSED** and **SECONDED** that read as follows:

'To consider utilising three day fallow periods before and after a single meeting to open up our rooms without the need for cleaning, together with broadcast streaming to include off-site attendees.'

In debate, there was support expressed for this matter to be considered at a future meeting of the Accommodation Strategy Member Working Group and it was therefore recommended that this amendment should be included in the draft Plan.

Theme 6: Financial Stability

A Member was of the view that this Theme was the most important contained within the draft Plan and the focus of the Council should be on the delivery of its statutory services.

Recommendation

Once all of the Themes had been considered by Members, an additional two parts to the report recommendation were **PROPOSED** and **SECONDED** as follows:

6. *That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee **RECOMMEND** to Council that a Member Working Group be formed 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; and*
7. *That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee invite a representative and relevant officer from Team Devon to an informal meeting of all Members to set out its plans and actions in respect of all those items listed in Appendix 1 to the presented agenda report as being its initial responsibility for instigation.*

In discussion on the amendment, the following points were raised:

- (a) When questioned, the Chief Executive informed that Team Devon consisted of a set of working relationships between Devon County Council and the District Councils across Devon;
- (b) With regard to the proposal to establish a Member Working Group, supporters of the amendment emphasised the importance of elected Members overseeing the work of the Recovery Management Team.

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

It was then:

RECOMMENDED

That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee **RECOMMEND** to the Executive to:

1. Note the Council's continuing response to the Coronavirus (COVID-19) Pandemic;
2. Note the outputs of the Member Workshops as detailed in Appendix 1 of the presented agenda report;
3. Note progress on the development of the Recovery and Renewal Action Plan ('the Plan');
4. Take into account the conclusions of the Joint meeting on the Plan (as set out in the detailed minutes above);
5. Request that an update on progress against development of the Plan be brought back to an additional Joint Meeting of the Overview and Scrutiny Panel / Development Management Committee to be arranged to take place at 2.00pm on 19 November 2020;

That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee **RECOMMEND** to Council that:

6. A Member Working Group be formed to oversee the work of the Responsible Team/Group/Strategy (as set out at Appendix 1 of the presented agenda report) specifically the Recovery Management Team. The remit of this Working Group being to set priorities and direct officers accordingly, with this Group to become effective immediately following the Full Council meeting to be held on 24 September 2020; and

That the Joint Meeting of the Overview and Scrutiny Panel and Development Management Committee:

7. Invite a representative and relevant officer from Team Devon to an informal meeting of all Members to set out its plans and actions in respect of all those items set out in Appendix 1 to the presented agenda report as being its initial responsibility for instigation.

(Meeting started at 10.00 am and concluded at 12 noon)

Chairman

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