

West Devon Council



West Devon
Borough
Council

Title:	Summons																														
Date:	Tuesday, 8th December, 2020																														
Time:	4.00 pm																														
Venue:	Via Teams																														
Full Members:	<p style="text-align: center;">Mayor Cllr Leech Deputy Mayor Cllr Mott</p> <p><i>Members:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Cllr Ball</td> <td style="width: 33%;">Cllr Moody</td> </tr> <tr> <td>Cllr Bolton</td> <td>Cllr Moyse</td> </tr> <tr> <td>Cllr Bridgewater</td> <td>Cllr Musgrave</td> </tr> <tr> <td>Cllr Cheadle</td> <td>Cllr Pearce</td> </tr> <tr> <td>Cllr Coulson</td> <td>Cllr Ratcliffe</td> </tr> <tr> <td>Cllr Crozier</td> <td>Cllr Renders</td> </tr> <tr> <td>Cllr Davies</td> <td>Cllr Ridgers</td> </tr> <tr> <td>Cllr Daniel</td> <td>Cllr Samuel</td> </tr> <tr> <td>Cllr Edmonds</td> <td>Cllr Sellis</td> </tr> <tr> <td>Cllr Ewings</td> <td>Cllr Southcott</td> </tr> <tr> <td>Cllr Heyworth</td> <td>Cllr Spettigue</td> </tr> <tr> <td>Cllr Hipsey</td> <td>Cllr Vachon</td> </tr> <tr> <td>Cllr Jory</td> <td>Cllr Wood</td> </tr> <tr> <td>Cllr Kemp</td> <td>Cllr Yelland</td> </tr> <tr> <td>Cllr Kimber</td> <td></td> </tr> </table>	Cllr Ball	Cllr Moody	Cllr Bolton	Cllr Moyse	Cllr Bridgewater	Cllr Musgrave	Cllr Cheadle	Cllr Pearce	Cllr Coulson	Cllr Ratcliffe	Cllr Crozier	Cllr Renders	Cllr Davies	Cllr Ridgers	Cllr Daniel	Cllr Samuel	Cllr Edmonds	Cllr Sellis	Cllr Ewings	Cllr Southcott	Cllr Heyworth	Cllr Spettigue	Cllr Hipsey	Cllr Vachon	Cllr Jory	Cllr Wood	Cllr Kemp	Cllr Yelland	Cllr Kimber	
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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. Apologies for Absence

2. Confirmation of Minutes

1 - 8

To approve and adopt as a correct record the Minutes of the Meeting of Council held on 22 September 2020

3. 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.

If Councillors have any questions relating to predetermination, bias or interests in items on this Summons, then please contact the Monitoring Officer in advance of the meeting.

4. Business brought forward by or with the consent of the Mayor

5. To receive Minutes of the following Committees, to note the delegated decisions and to consider the adoption of those Recommendations which require approval:

9 - 38

- (i) **Development Management & Licensing Committee**
Meeting held on 29 September 2020

Meeting held on 27 October 2020

Meeting held on 24 November 2020

Recommendations to agree:

DM&L 33 Review of Statement of Licensing Policy for 2021-2026

It is **RECOMMENDED** that the Council adopt the draft Licensing Policy (as detailed at Appendix A of the presented agenda report) for the period from 7 January 2021 to 6 January 2026.

- (ii) **Overview & Scrutiny Committee**
Meeting held on 6 October 2020

(iii) **Audit Committee**
Meeting held on 13 October 2020

(iv) **Hub Committee**
Meeting held on 20 October 2020

Recommendations to agree:

**HC 27 Medium Term Financial Strategy
2021/22 to 2025/26**

It is **RECOMMENDED** that the Council:

1. set the strategic intention to raise Council Tax by the maximum allowed in any given year, without triggering a Council Tax Referendum, to endeavour to continue to deliver services. (NB. the actual Council Tax for any given year will be decided by Council in the preceding February);
2. continue to respond to Government consultations on Business Rates Reform;
3. continue to actively lobby and engage with the Government, Devon MPs, South West Councils, and other sector bodies such as the District Councils' Network and the Rural Services Network, for a realistic business rates baseline to be set for the Council for 2022 onwards, when the business rates reset would happen;
4. continue to lobby in support of the Government eliminating Negative Revenue Support Grant in 2021/22 (and thereafter) and continue to lobby for Rural Services Delivery Grant allocations that adequately reflected the cost of rural service provision; and
5. maintain an Upper Limit on External Borrowing (for all Council services) as part of the Medium Term Financial Strategy of £50 million.

HC 29 Springhill Update

It is **RECOMMENDED** that the Council:

1. note the project aims and objectives as detailed in Section 3 of the attendant report;
2. support the current design direction, as detailed in Section 4 of the attendant report, recognizing the opportunities for external funding, and
3. note the draft business case in the Exempt Appendix B of the attendant report.

Meeting held on 1 December 2020 – to follow

6. Draft Recovery Plan	- To follow	
7. Climate Change and Biodiversity Strategy and Action Plan		39 - 74
8. Planning Delegation Scheme	-To follow	
9. Resource and Waste Management Strategy for Devon and Torbay		75 - 172
10. Car Park Charges	-To follow	
11. Annual Health and Safety Policy Statement		173 - 194
12. Public Space Protection Order - Dog Controls		195 - 216
13. Appointments to Council Bodies and Other Groups		217 - 220

Dated this 30th of November 2020

Andy Bates
Chief Executive

Agenda Item 2

At the Meeting of the **WEST DEVON BOROUGH COUNCIL** held **REMOTELY** on **WEDNESDAY** the **22nd** day of **SEPTEMBER 2020** at **12 noon** pursuant to Notice given and Summons duly served.

Present

Cllr A F Leech – The Mayor (In the Chair)

Cllr K Ball	Cllr A Bridgewater
Cllr R Cheadle	Cllr A Coulson
Cllr P Crozier	Cllr L Daniel
Cllr M Davies	Cllr C Edmonds
Cllr M Ewings	Cllr S Hipse
Cllr N Jory	Cllr C Kemp
Cllr P Kimber	Cllr J B Moody
Cllr C Mott	Cllr D E Moyse
Cllr C R Musgrave	Cllr T G Pearce
Cllr B Ratcliffe	Cllr M Renders
Cllr P Ridgers	Cllr L Samuel
Cllr D K A Sellis	Cllr T Southcott
Cllr J Spettigue	Cllr P Vachon
Cllr L Wood	Cllr J Yelland

Chief Executive
Director of Place and Enterprise
Director of Governance and Assurance
Section 151 Officer
Deputy Monitoring Officer
Democratic Services Manager

CM 6

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs T Bolton and N Heyworth.

CM 7

CONFIRMATION OF MINUTES

It was moved by Cllr N Jory, seconded by Cllr R Cheadle and, upon the motion being submitted to the Meeting, was declared to be **CARRIED** and **“RESOLVED** that the Council agree the minutes of the 9 June 2020 Meeting and the 29 July 2020 Special Meeting as a true and correct record.”

CM 8

DECLARATION OF INTEREST

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

CM 9

BUSINESS BROUGHT FORWARD BY THE MAYOR

The Mayor informed the meeting that he had no urgent items to be brought forward to this Meeting.

MINUTES OF COMMITTEES

a. Hub Committee – 30 June 2020, 28 July 2020 and 15 September 2020

It was moved by Cllr N Jory, seconded by Cllr R Cheadle and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Minutes of the 30 June 2020, 28 July 2020 and 15 September 2020 Committee Meetings be received and noted, with the exception of Recommendations HC 07, HC 16 and HC 18.”

In respect of the Recommendations:

i. HC 07 Changes to Pest Control Services

It was moved by Cllr N Jory, seconded by Cllr R Cheadle and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that:

1. the free pest control (rats and mice treatments) service for residents be removed and replaced with a free service for benefit recipients only; and
2. the tender to deliver the service in West Devon Borough Council areas from Terminix be accepted and approved.”

ii. HC 16 Amended Draft Budget 2020/21

Cllr N Jory informed that this recommendation was to be considered later in this meeting (Minute CM 10 below refers).

iii. HC 18 Council Tax Premium for Long-term Empty Property

In reply to a question, the Section 151 Officer informed that, as at August 2020, the Council had 47 properties that were subject to the long-term Empty Property Premium, which was out of a total of 26,051 properties that were banded for Council Tax.

In addition, on 1 April 2021, of these 47 properties:

- 4 would have been ‘long-term’ empty for longer than 5 years, with a further 8 properties reaching five years during the 2021 Financial Year; and
- 4 would have been ‘long term’ empty for longer than 10 years, with 3 of the 4 properties highlighted above reaching ten years during the 2021 Financial Year.

It was then moved by Cllr N Jory, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that:

1. an increase in the Council Tax long-term Empty Property Premium be approved from the current 50% to the relevant maximums as set out in the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018;
2. with effect from 1 April 2021 onwards, the Council Tax long-term Empty Property Premium be increased to 100% for properties that have been empty for 2 years or more*;
3. with effect from 1 April 2021 onwards, the Council Tax long-term Empty Property Premium be increased to 200% for properties that have been empty for 5 years or more*; and
4. with effect from 1 April 2021 onwards, the Council Tax long-term Empty Property Premium be increased to 300% for properties that have been empty for 10 years or more*.

(* Any period not exceeding six weeks, where the property is not empty, shall be disregarded for the purposes of calculating the 2, 5 or 10 year empty period)."

b. Development Management and Licensing Committee – 30 June 2020 and 28 July 2020

It was moved by Cllr J Yelland, seconded by Cllr P Crozier and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Minutes of the 30 June 2020 and 28 July 2020 Committee Meetings be received and noted.”

c. Overview and Scrutiny Committee – 23 June 2020, 4 August 2020 and 1 September 2020

It was moved by Cllr M Ewings, seconded by Cllr P Kimber and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Minutes of the 23 June 2020, 4 August 2020 and 1 September 2020 Committee Meetings be received and noted, with the exception of Recommendation O&S 9.”

i. O&S 9 Overview and Scrutiny Annual Report 2019/20

It was moved by Cllr M Ewings, seconded by Cllr P Kimber and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that its Annual Report for 2019/20 (as outlined at Appendix A of the agenda report presented to the Committee) be approved.”

d. Audit Committee – 23 June 2020

It was moved by Cllr M Davies, seconded by Cllr P Vachon and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Minutes of the 23 June 2020 Committee Meeting be received and noted.”

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

In the ensuing debate, reference was made to:-

- (a) any proposed use of Council Reserves. A Member wished to make the point that the Council could only spend its Reserves once and felt it important for this to be continually borne in mind by his fellow Members both today and in the future;
- (b) the work undertaken by the Section 151 Officer. A number of Members wished to thank the Section 151 Officer and her finance team for their hard work in preparing this draft amended Budget. In particular, these Members felt that the recent Member Budget Setting Workshop had been an excellent session.

At the conclusion of the debate and, in accordance with statutory legislation, the Mayor then called for a recorded vote on the recommendation. The vote was subsequently recorded as follows:-

For the motion (27): Cllrs Ball, Bridgewater, Cheadle, Coulson, Crozier, Daniel, Davies, Edmonds, Ewings, Hipsey, Jory, Kemp, Kimber, Leech, Moody, Mott, Moyse, Ratcliffe, Renders, Ridgers, Samuel, Sellis, Southcott, Spettigue, Vachon, Wood and Yelland

Against the motion (0):

Abstentions (0):

Absent (4): Cllrs Bolton, Heyworth, Musgrave and Pearce.

It was consequently "**RESOLVED** that:

1. the following five options (totalling £501,000) be approved in order to produce an Amended Revenue Budget for 2020-21:
 - To use the third tranche of COVID-19 funding received from Central Government (£89,000);
 - To use the New Burdens Government Grant funding received for the administration of the Business Rates Grants (£130,000);
 - To utilise the 2019/20 Statement of Accounts underspend (£133,000);
 - To allocate the uncommitted New Homes Bonus from 2020/21 to further fund the Revenue Base Budget (£69,000); and
 - To reduce the Capital Budget for the remedial works to the Tavistock Viaduct from £100,000 to £20,000 (NB. this Capital Budget was being funded by New Homes Bonus which is revenue funding) (£80,000);

2. it be noted that the future capacity of Reserves (as set out in Sections 5.8 and 5.9 of the presented agenda report) may have to be called upon to meet any future financial challenges and/or additional requirements;
3. £70,000 be used from the Business Rates Retention Earmarked Reserve to fund the Town Centre Support initiative (as set out in Section 6 of the presented agenda report); and
4. approval be given to Tranche 4 of the Discretionary Business Grants Policy (as attached at Appendix 2 of the presented agenda report), to confirm that, in accordance with the Central Government guidance, Town and Parish Councils are able to apply to the scheme if they meet the eligibility criteria (as set out at Section 11 of the presented agenda report).”

CM 12 CORPORATE DEBT RECOVERY POLICY UPDATE

The Mayor informed that this agenda item had been deferred for consideration at the next Council meeting to be held on 8 December 2020.

(At this point, the meeting was adjourned until 2.00pm).

CM 13 FUSION SUPPORT & ALTERNATIVE OPTIONS

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

The Leader introduced the report and made particular reference to:-

- the most recent Central Government announcements having had no impact on this agenda report. In addition, the Leader emphasised the importance of the Council continuing to lobby Central Government to ensure that leisure providers were in receipt of financial support;
- the extensive tender process that had been undertaken before Fusion had been awarded the Leisure Contract;
- the close linkages with the Council’s Health and Wellbeing agenda;
- it being his wish to continue to support Fusion and to recommend that both Leisure Centres be re-opened; and
- his intention to request that the Financial Stability Review Group assess the impact of the Leisure Contract on the Council’s financial position.

In discussion, the following points were raised:

- (a) Officers agreed to provide Members with high level mapping information regarding the location of where Fusion members lived within the Borough;

- (b) In the event of the Council opening both Leisure Centres, it was envisaged that they would be re-opened within the next two weeks;
- (c) Some Members were of the view that Fusion should review its current Centre opening hours and particularly requested that consideration be given to reinstating the 7.00am opening times. Furthermore, the importance of re-instating the GP Referrals Scheme was also reiterated by a number of Members;
- (d) Officers recognised the views expressed by a number of Members whereby Fusion needed to drastically improve its Communications Strategy. In response, officers advised that this point had already been relayed to Fusion representatives in the strongest possible terms;
- (e) In acknowledging the significance of the decision, some Members stated that there were no absolute guarantees that this would be the last request made by Fusion for additional funding from the Council. As a result, a number of Members wished to warn Fusion that the Council did not have the financial resilience to continually support the organisation;
- (f) In light of the meeting wishing to raise issues in relation to the exempt appendices, it was moved by Cllr A F Leech, seconded by Cllr R Cheadle and upon being submitted to the Meeting was declared to be **CARRIED** and “**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.”

Once all Members were content that they had no further issues to raise on the exempt appendices, it was then moved by Cllr A F Leech, seconded by Cllr R Cheadle and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the public and press be re-admitted to the Meeting.”

- (g) Some Members made the point that this discretionary service (that was being used by approximately 5% of residents) was being funded by every Council Taxpayer and the importance of the Centres therefore being used by as many residents as was practically possible was stressed;
- (h) The Chairman of the Overview and Scrutiny Committee felt that there may be a need to receive more frequent performance reports than the current annual monitoring arrangement;
- (i) The introductory comments of the Leader in respect of the moral duties associated with health and wellbeing and social prescribing implications of the Leisure Contract were repeated by several Members;

- (j) The lead officers were thanked by a number of Members for producing such a comprehensive and balanced agenda report.

It was then moved by Cllr N Jory, seconded by Cllr T Leech and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Council:

1. agree to continue with the Fusion Contract as set out in Section 3 of the presented agenda report (‘Strategic Options Appraisal’) as being the most appropriate means of supporting Health and Wellbeing objectives within the West Devon Borough area;
2. provide further financial support to Fusion through to March 2021 amounting to £92,000 to cover the minimum level of support to Fusion (this is the amount to mothball both Leisure Centres), to be funded from the Budget Surplus Contingency Earmarked Reserve; and
3. agree to extend the minimum level of financial support so as to deliver improved Health and Wellbeing outcomes by opening Meadowlands (Tavistock) as well as Parklands. (To have both Leisure Centres fully open would cost an extra £200,000 as well as the £92,000 – a total of £292,000)).

(NOTE. any extension of financial support from the minimum level is recommended to be funded from the Business Rates Retention Earmarked Reserve).”

CM 14 CLIMATE CHANGE & BIODIVERSITY STRATEGY

As a result of an updated version of the draft Strategy now being worked on, it was moved by Cllr T Leech, seconded by Cllr M Davies and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that consideration of this agenda item be deferred until the next Council meeting on 8 December 2020 to enable for further amendments to be made to the draft Strategy.”

CM 15 DESIGNATION OF MONITORING OFFICER

A report was considered that proposed a route for changing the designation of the Monitoring Officer role and recommended that, once appointed, it be allocated to the role of the Head of Legal Services.

During the ensuing discussion, particular reference was made to:

- (a) the proposed salary protection. A Member commented that the 18 month salary protection was generous;

- (b) the emphasis on good governance. The proposals were felt to reflect the importance of good governance, which was welcomed;
- (c) the legal organisational structure. In response to a request, officers agreed to circulate a copy of the current legal organisational structure chart to Members outside of this meeting.

It was then moved by Cllr N Jory, seconded by Cllr J Spettigue and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that:

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

CM 16

APPOINTMENT OF ELECTORAL REGISTRATION OFFICER AND RETURNING OFFICER

The Council considered a report that sought approval to confirm the appointment of the Deputy Chief Executive and Director of Customer Service and Delivery (Steve Mullineaux) as the Electoral Registration Officer and Returning Officer for the Council.

It was then moved by Cllr N Jory, seconded by Cllr P Ridgers and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that, with immediate effect:

1. the Deputy Chief Executive and Director of Customer Service and Delivery (Steve Mullineaux) be confirmed as the Electoral Registration Officer and Returning Officer for West Devon Borough Council; and
2. the Director of Place and Enterprise (Chris Brook) be appointed as the Deputy Returning Officer for West Devon Borough Council."

(The Meeting terminated at 4.15 pm)

Mayor

Agenda Item 5

At a Meeting of the **DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE** held via Skype on **TUESDAY** the **29th** day of **SEPTEMBER 2020** at **9.30am**

Present: Cllr J Yelland – Chairman
Cllr T G Pearce – Vice Chairman

Cllr R Cheadle	Cllr P Crozier
Cllr S Hipsey	Cllr C Mott
Cllr D E Moyse	Cllr B Ratcliffe
Cllr M Renders	Cllr P Vachon

Head of Development Management Practice (PW)
Solicitor (DF)
Gatekeeper (JY)
Democratic Services Manager (DW)
Senior Case Officer, Democratic Services (KH)

Other Members also in attendance:

Cllrs T Southcott and Cllr T Leech

***DM&L 14 DECLARATION OF INTEREST**

Members were invited to declare any interests in the items of business to be considered and the following were made:

Cllr T G Pearce declared a personal interest in all applications by virtue of being a Member of the Devon Building Control Partnership. Cllr Yelland also declared a personal interest on behalf on the Committee due to them all having received an emailed letter from one of the objectors to application number 0626/20/ARM.

***DM&L 15 URGENT BUSINESS**

There was no urgent business.

***DM&L16 CONFIRMATION OF MINUTES**

The Minutes of the Development Management and Licensing Committee Meeting held on 1 September 2020 were confirmed and signed by the Chairman as a correct record.

***DM&L17 PLANNING, LISTED BUILDING, TREE PRESERVATION ORDER AND ENFORCEMENT REPORTS**

The Committee proceeded to consider the applications that had been prepared by the Development Management Specialists and considered also the comments of the Town and Parish Councils together with other representations received, which were listed within the presented agenda report and summarised below, and **RESOLVED** that:

(a) **Application No: 0629/20/ARM Ward: Hatherleigh**

Site Address: "Biddicombe" 31 Park Road, Hatherleigh, EX20 3JS

**Approval of reserved matters following outline
approval reference 1635/18/OPA**

The Solicitor advised that due to receiving a representation containing a number of serious allegations concerning the planning officer's report to this application; and with the planning officer being engaged in a planning enquiry and not being able to attend this meeting, the application should be deferred until the report and allegations were considered.

The application would then be presented at the next Development Management and Licensing Committee meeting when the planning officer would be available.

The Chairman proposed deferral and was seconded. The Committee proceeded to approve the vote for the deferral.

***DM&L18 Planning Performance Indicators**

The Head of Development Management (DM) took Members through the Performance Indicators. The Head of DM responded to a Member question about the high number of outstanding enforcement cases. He explained that cases received in the quarter from April to May 2020 were higher than any other quarter and yet the outstanding cases were kept at the same level and not seen to spike due to more cases being closed. He also confirmed that enforcement officers were once again, visiting sites, since lockdown.

***DM&L19 Planning Appeals Update**

The Head of DM gave Members an update on the recent appeals.

(The Meeting terminated at 9.55am)

Chairman

At a Meeting of the **DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE** held via Skype on **TUESDAY** the **27th** day of **OCTOBER 2020** at **9.30am**

Present: Cllr J Yelland – Chairman
Cllr T G Pearce – Vice Chairman

Cllr R Cheadle	Cllr P Crozier
Cllr S Hipse	Cllr C Mott
Cllr D E Moyse	Cllr B Ratcliffe
Cllr P Vachon	

Head of Development Management Practice (PW)
Senior Planning Specialist (AHS)
Planning Case Officer (JH)
Solicitor (DF)
Chief Executive (AB)
Assistant Chief Executive (SM)
Democratic Services Manager (DW)
Senior Case Officer, Democratic Services (KH)

Other Members also in attendance:

Cllrs T Bolton, A Bridgewater, L Daniel, C Edmonds, N Jory, T Leech, J Moody, T Southcott and L Wood

***DM&L 20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr M Renders.

***DM&L 21 DECLARATION OF INTEREST**

Members were invited to declare any interests in the items of business to be considered and the following were made:

Cllr T G Pearce declared a personal interest in all applications by virtue of being a Member of the Devon Building Control Partnership, also as having received a letter from one of the objectors for application 0629/20/ARM. He remained in the meeting and took part in the debate and vote on the item; and

Cllr Yelland also declared a personal interest in application 1726/20/ARM by virtue of being a Member of Okehampton Town Council. For clarity, Cllr Yelland informed that she abstained from the vote on the application when it was brought to the Town Council meeting. In addition, Cllr Yelland declared a personal interest in application 0269/20/ARM by virtue of having received a letter from one of the objectors.

***DM&L 22 URGENT BUSINESS**

There was no urgent business brought forward to this meeting.

***DM&L 23 CONFIRMATION OF MINUTES**

The Minutes of the Development Management and Licensing Committee Meeting held on 29 September 2020 were confirmed as a correct record.

***DM&L 24 PLANNING, LISTED BUILDING, TREE PRESERVATION ORDER AND ENFORCEMENT REPORTS**

The Committee proceeded to consider the applications that had been prepared by the Development Management Specialists and considered also the comments of the Town and Parish Councils together with other representations received, which were listed within the presented agenda report and summarised below, and **RESOLVED** that:

(a) **Application No: 1726/20/FUL** **Ward: Okehampton North**

Site Address: Land to East of Crediton Road, North of Kellands Lane, Okehampton

READVERTISMENT (Revised Plans Uploaded) Approval of reserved matters.

Speakers included:
Supporter (Agent) – Ben Jobson
Local Ward Member- Cllr Tony Leech

RECOMMENDATION: Delegated Authority to Head of Development Management to approve the application, subject to completion of acceptable Deed of Variation to the S106 Agreement and resolution of the outstanding issues identified in the open space, sport and recreation and landscape Sections of this report. If the deed of variation is not completed or substantial progress is not made within 6 months of this resolution authority is granted to the Head of Development Management to refuse the application in consultation with the Chair of Committee and Ward Members.

During discussion, concern was raised about the play area being close to the link road. It was confirmed that there was a tree belt but also the play area would be set down slightly to prevent access to the road. Flood risk was also raised as a cause of concern and the officer assured Members that issues had been satisfactorily addressed.

The Highways Officer confirmed the speed limit would be 30mph and, in replying to a Member, stated that a 20mph would not be suitable as it formed the function of a link road and feeder road.

It was confirmed that the only change proposed to the Section 106 Agreement was the route of the link road.

COMMITTEE DECISION: Delegated Authority to Head of Development Management to approve with the following conditions:

1. Standard Reserved Matters time limit;

2. Adherence to plans including revised Flood Risk Assessment (FRA);
3. Render colours as submitted and biocide treatment unless otherwise agreed in writing by LPA;
4. Adherence to Tree and Hedge Protection plan contained in 0931-AMS-AE Sept 2020;
5. Trigger for landscape scheme implementation and replacement if necessary for 5 years;
6. Private Electric Vehicle Charging Points (EVCP) implementation in all units with on-plot parking;
7. 4 parking spaces provided and serviced with the below ground cabling and capacity infrastructure to provide 4 fast public charge points;
8. Prior to the occupation of the 110th dwelling to provide a management and operation plan to the LPA for the public fast charge EV points;
9. Bricks for facing on boundary wall shall be lbstock multi;
10. Notwithstanding the Permitted developer order, no additional windows in SW elevations on plots 220,216, 215 and 182;
11. SW windows of 215 to be obscure glazed to w/c and bathroom, 216 ground floor w/c to be obscure glazed; and
12. Details of a development specific 'Biodiversity Residents Pack' and a copy of this to be made available to each new resident upon first occupation.

(b) **Application No: 0629/20/ARM** **Ward: Hatherleigh**

Site Address: "Biddicombe" 31 Park Road, Hatherleigh, EX20 3JS

Approval of reserved matters following outline approval reference 1635/18/OPA

Speakers included:
Objector – Mr Kevin Watts
Agent – Mr Jamie Tingle

RECOMMENDATION: Approval with conditions:

1. Accord with plans;
2. Materials to be submitted and approved;
3. Permeable paving for access roads and driveways to be submitted;
4. Detailed design of the visibility splay;
5. The cladding to be applied to the dwelling shall be timber only;
6. No external light;
7. Construction management plan;
8. Unsuspected contamination; and
9. Details of proposed hedgerows and protection of planting gabion baskets and planting proposals for them.

The Planning Officer introduced the report and provided Members with an update following a letter of representation stating that there were

some inaccuracies within the report. During their introduction, the Planning Officer:

- confirmed that the reference to the Conservation Area in the planning report should have been south and west and not east;
- included a series of views from Jubilee Walk which she identified as having been a previous concern;
- added to the summary of representations including:
 - addressing the viability of the hedgerow when it became incorporated into the curtilage of a residential development and suggested that a condition should be imposed regarding the management of the hedgerow;
 - considering parking provision and whether it would be sufficient if the dwellings were used as four bedrooms and concluded that it would;
 - explaining why it was not the Council's usual practice of naming the construction company in reports;
- accepted that she had mixed up Hatherleigh Town Council's comments on outline with those on reserved matters approval and clarified exactly what the Town Council's comments were on the proposal being considered;
- advised the Committee on the proposed changes in height of the dwellings since the original submission on the application, in particular for Plot 1. She said that the footprint was now the same for both plots, and the original footprint for plot 1 had been smaller, but the height of plot 1 originally had been 8 meters from ground level, because of its steeper pitched roof. Therefore both plot heights had been reduced from the original submission. The revised plot 1 height was 7.1 meters from ground level;
- clarified that the hedge had recently been trimmed and so the hedge height had been reduced in recent weeks;
- clarified that the visibility splay would be considered more fully in presentation.

COMMITTEE DECISION: Approval subject to conditions above with the addition of a condition to ensure the current hedgerow is kept to a specified height within a detailed management plan.

Also additional conditions for a parking plan and for installing electric charging points. The wording to be confirmed by the Head of Development Management with consultation with the Chairman & Vice-Chairman of the Development Management & Licensing Committee.

DM&L13 PLYMOUTH ROAD REPORT

Cllr Jory introduced the report and explained that concerns had been raised following the decision to grant outline planning permission at Plymouth Road Tavistock (Application Ref: 3654/18/OPA). As a result, he had commissioned a review and that a report be brought forward of findings by one of the Council's Senior Legal Specialists.

Cllr Mott, as Lead Member for the Environment, introduced the Council's Senior Legal Specialist who took Members through his findings. Before doing so, he advised the Committee that, following receipt of a solicitor's letter from a third party concerning the report, he would be asking the

Committee at the end of his introduction to resolve to exclude the press and public so that he could give the Committee legal advice.

Planning permission for 250 dwellings and 2 hectares of commercial B1 use was granted in June 2020 subject to conditions. In particular, condition 37 had required the parties with an interest to the land to enter into a planning agreement prior to the start of the development. The decision was taken under delegated powers by officers.

Concerns had since been raised as to the Council's Scheme of Delegation to Officer and the deliverability of the Employment land and proposed Section 106 contributions to education.

The officers advised that his review recommendations were grouped under four headings:

- Giving Members more information about planning applications;
- Ensuring that decisions on planning applications are taken on a sound basis;
- Making the Council's decision-making arrangements clearer and more accountable; and
- Encouraging proactive and constructive working with the Town and parish council's on planning applications

At the conclusion of the Senior Legal Specialist's introduction it was **PROPOSED** and **SECONDED** (and when put to the vote declared **CARRIED**) that:

To enable the Committee to receive legal advice, it was "**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."

Following receipt of the legal advice and once Members had been given the opportunity to ask questions on this advice, it was then **PROPOSED** and **SECONDED** (and when put to the vote declared **CARRIED**) that the public and press be re-admitted to the meeting.

The Senior Legal Specialist then explained that, in light of the legal advice that he had just given, a revised set of recommendations were to be tabled.

These were that the Committee:

- notes the findings and conclusions of the Review of the process followed in connection with Planning Application 3614/08/OPA – Land at SX482425 Plymouth Road, Tavistock;
- does not make a decision at this time in respect of the recommendations in paragraph 5.3 of Appendix B to this report other than to agree to receive a further report at the Committee's next meeting.
- agrees the recommendations made by the Review and which are set out in paragraphs 5.15, 5.16, 5.17, 5.18, 5.19 of Appendix B to this report.

- asks the Head of Planning to prepare an action plan to implement the recommendations of paragraphs 5.1, 5.2, 5.4-5.19 of Appendix B to this report for approval by the Committee at its next meeting.
- A progress report would be taken to Overview & Scrutiny Committee in six months' time.

During questions it was confirmed that the 3 day response from Members on planning applications was proposed to be extended to 5 days. Member training was discussed and it was confirmed that all Members were invited to all training sessions on offer which included training on the planning process.

The revised recommendations were proposed and seconded and, when put to the vote, it was subsequently **"RESOLVED** that the Committee:

1. notes the findings and conclusions of the Review of the process followed in connection with Planning Application 3614/18/OPA - Land at SX482725 Plymouth Road Tavistock (as set out at Appendix A of the presented agenda report);
2. does not make a decision at this time in respect of the recommendations set out in paragraph 5.3 of Appendix B to this report other than to agree to receive a further report at the next meeting of the Development Management and Licensing Committee;
3. agrees the recommendations made by the Review and which are set out in paragraphs 5.1, 5.2, 5.4 -5.19 of Appendix B to the presented agenda report;
4. asks the Head of Development Management to prepare an action plan to implement the recommendations in paragraphs 5.1, 5.2, 5.4 - 5.19 of Appendix B to the presented agenda report for approval by the Committee at its next meeting; and
5. notes the intention to bring forward a progress review of the planning improvement action plan to a future meeting of the Overview and Scrutiny Committee in six months' time."

***DM&L14 PLANNING PERFORMANCE INDICATORS**

The Head of Development Management took Members through the latest Planning Performance Indicators. It was stated that pre-applications were being dealt with more efficiently as one officer was dedicated to dealing with them on a full-time basis.

***DM&L15 PLANNING APPEALS UPDATE**

The Head of Development Management updated the Members on the outstanding planning appeals.

(The Meeting terminated at 3.00pm)

At a Meeting of the **DEVELOPMENT MANAGEMENT & LICENSING COMMITTEE** held via Skype on **TUESDAY** the **24th** day of **NOVEMBER 2020** at **11.00am**

Present: Cllr J Yelland – Chairman
Cllr T G Pearce – Vice Chairman

Cllr R Cheadle	Cllr P Crozier
Cllr S Hipse	Cllr C Mott
Cllr D E Moyse	Cllr B Ratcliffe
Cllr M Renders	Cllr P Vachon

Head of Development Management (PW)
Planning Case Officer (OG)
Monitoring Officer (DF)
Democratic Services Manager (DW)
Senior Case Officer, Democratic Services (AG)

Other Members also in attendance and participating:
Cllr T Leech

***DM&L 28 APOLOGIES FOR ABSENCE**

There were no apologies forwarded to this Meeting.

***DM&L 29 DECLARATION OF INTEREST**

Members were invited to declare any interests in the items of business to be considered and the following were made:

Cllr T G Pearce declared a personal interest in all applications by virtue of being a Member of the Devon Building Control Partnership and remained in the meeting and took part in the debate and vote thereon; and

Whilst not wishing to declare an interest, Cllr Yelland asked that it be put on the record that she did know the registered supporter for planning application 0321/20/OPA.

***DM&L 30 URGENT BUSINESS**

There was no urgent business brought forward to this Meeting

***DM&L 31 CONFIRMATION OF MINUTES**

The Minutes of the Development Management and Licensing Committee Meeting held on 27 October 2020 were confirmed as a correct record, subject to the following amendment being made to minute DM&L 25 'Plymouth Road Report' that is outlined in red font below:

*'During questions it was confirmed that the 3 **working** day response from Members on planning applications was proposed to be extended to 5 **working** days.'*

***DM&L 32 PLANNING, LISTED BUILDING, TREE PRESERVATION ORDER AND ENFORCEMENT REPORTS**

The Committee proceeded to consider the application(s) that had been prepared by the Development Management Specialists and considered also the comments of the Town and Parish Councils together with other representations received, which were listed within the presented agenda report and summarised below, and **RESOLVED** that:

(a) Application No: 0321/20/OPA Ward: Okehampton North

Site Address: Land at SX 571 979, North of Brandize Cottage, Folly Gate EX20 3AQ

Outline application with all matters reserved for 10 new houses (6 local needs housing market and 4 open market)

Speakers included:

Supporter – Mrs Seale (statement read on her behalf);

Objector – Mr Henderson;

Parish Council Representative – Cllr Piddington; and

Local Ward Member – Cllr Leech;

RECOMMENDATION: Delegated Authority to the Head of Development Management to approve the application, subject to the completion of a Section 106 Agreement with the following Heads of Terms:

- 60% affordable housing, this scheme will provide for 6 open market discount houses for local people and restricted through a local connection clause. The tenure will be secured through legal agreement and provide at a 20% discount on the open market sale price;
- £21,771 towards village hall, sports and recreation. This will be spent on supporting the refurbishment of the Folly Gate Village Hall;
- £95,538 towards local education including primary school at Okehampton, St James C of E Primary School and Okehampton College as well as school transport;
- £5,000 towards a traffic regulation order for the imposition and installation of an extended 30 m.p.h. speed limit; and
- Access and maintenance of the onsite open space.

During discussion, the following points were raised:

(a) In the event of the application being approved, a request was made for an officer to visit the site and undertaken an inspection of the mature oak trees that were located within close proximity to the application site;

(b) Some Members expressed their concerns over the application that could be summarised as:

- There being extensive local opposition to the proposals and the local Parish Council was also not supportive of the application;
- The lack of any social rented housing within the proposals was considered to be disappointing;
- The proposals were felt to constitute an unsustainable form of development since Folly Gate did not have reasonable access to a vibrant mixed use centre that met the daily community needs for local services. In addition, the point was made that residents required the use of a motor vehicle in order to be able to access services;
- There being no justification for double the number of houses being developed to that set out in the adopted Joint Local Plan for Folly Gate;
- The application would comprise built development in an unbuilt area; and
- The proposals would be contrary to Policies TTV 25 and TTV 27.

(c) In contrast, another Member emphasised the need for affordable housing in the Borough and expressed the view that it was highly unlikely that, in the near future, any other similar schemes would be brought forward within the parish of Folly Gate.

COMMITTEE DECISION: That the planning application be refused, with delegated authority being given to the Head of Development Management, in consultation with the Committee Chairman, Committee Vice Chairman and Proposer (Cllr Mott), to finalise the reasons for the refusal.

DM&L 33 REVIEW OF STATEMENT OF LICENSING POLICY FOR 2021-2026

The Committee considered a report that sought to recommend to the Council that the draft Licensing Policy be adopted.

In discussion, reference was made to:

- (a) the importance of supporting the local economy. In emphasising the need to support the local economy, a Member asked that the report author ensure that the Policy was sufficiently reflective of this importance;
- (b) the protection of vulnerable adults from harm. When questioned, the officer advised that, whilst it was not set out in the Licensing Act, the draft Policy included reference to the protection of vulnerable adults from harm. Members proceeded to state their support for this proposal;
- (c) the comments related to 'search on entry'. In citing some examples of the restrictions associated with 'search on entry' (e.g. for different religious faiths), a Member was of the view that this aspect of the Policy required greater explanation.

It was then **PROPOSED** and **SECONDED** and when put to the vote was **“RESOLVED** that the Committee:

1. has considered the draft Licensing Policy (as detailed at Appendix A of the presented agenda report) and responses received during the public consultation and asks that the Licensing Specialist review the reference in the draft Policy to ‘supporting the local economy’ and ‘search on entry’; and
2. **RECOMMEND** to Council that the draft Licensing Policy (as detailed at Appendix A of the presented agenda report) be adopted for the period from 7 January 2021 to 6 January 2026.”

***DM&L 34 SUMMARY OF NEW AND VARIATION APPLICATIONS RECEIVED FOR PREMISES LICENCES AND CLUB PREMISES CERTIFICATES BETWEEN 1 OCTOBER 2019 TO 30 SEPTEMBER 2020**

Members were presented with a paper that provided them with a summary of the licences that had been issued between 1 October 2019 and 30 September 2020.

It was then **PROPOSED** and **SECONDED** and when put to the vote was **“RESOLVED** that the summary of licences issued between 1 October 2019 and 30 September 2020 be noted.”

***DM&L 35 PLANNING APPEALS UPDATE**

The Head of Development Management updated the Members on each of the outstanding planning appeals.

***DM&L 36 DEVELOPMENT MANAGEMENT ACTION PLAN**

In accordance with the Committee resolution that was approved at its last meeting (Minute DM&L 13 refers), a report was considered that presented a draft Development Management Action Plan for approval.

In discussion, the following points were raised:-

- (a) In response to some specific points, officers advised that a report was to be presented to the next Council meeting (to be held on 8 December 2020) that would seek to approve some revisions to the current Scheme of Delegation;
- (b) The importance of ongoing Development Management related Member Training provision throughout a four year Council administration was emphasised;
- (c) A Member was of the view that neighbouring ward Members should be part of the consultation process for major planning applications;
- (d) With regard to the monitoring of Section 106 Agreements, officers confirmed that this would be part of a Member Training Session that was to be held during early 2021. In addition, assurances were given that details related to Section 106 Agreements would also be published on the Council website.

It was then **PROPOSED** and **SECONDED** and when put to the vote was **“RESOLVED** that:

1. the Action Plan (as attached at Appendix A of the presented agenda report) be adopted; and
2. the Overview and Scrutiny Committee be asked to update its Work Programme in order to receive a progress update on the Action Plan within the next six months.”

***DM&L 37 VERBAL UPDATE ON PLYMOUTH ROAD**

The Council’s Monitoring Officer informed the Meeting that, whilst progress was being made, he was awaiting a detailed response from Devon County Council. Upon receipt of this response, it was his intention for an All Member Briefing to be convened that set out the Education and Transport contributions.

(The Meeting terminated at 2.40 pm)

Chairman

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At a Meeting of the **OVERVIEW & SCRUTINY COMMITTEE** held **REMOTELY via SKYPE** on **TUESDAY** the **6th** day of **OCTOBER 2020** at **2.00pm**.

Present: Cllr M Ewings – Chairman
Cllr P Kimber – Vice-Chairman

Cllr T Bolton	Cllr P Crozier
Cllr L Daniel	Cllr N Heyworth
Cllr S Hipse	Cllr C Kemp
Cllr D Moyse	Cllr R Musgrave
Cllr B Ratcliffe	Cllr T Southcott
Cllr J Spettigue	Cllr L Wood

Chief Executive
Section 151 Officer
Director of Governance and Assurance
Director of Place and Enterprise
Head of Strategy and Projects
Head of ICT
Democratic Services Manager
Senior Specialist - Projects

Also in Attendance: Cllrs Cheadle, Edmonds, Jory, Leech, Moody, Mott, Pearce, Renders, Samuel, Sellis and Yelland

***O&S 23 APOLOGIES FOR ABSENCE**
Apologies for absence for this meeting were received from Cllr A Coulson

***O&S 24 CONFIRMATION OF MINUTES**
The minutes of the Meeting of the Overview and Scrutiny Committee held on 1 September 2020 were confirmed by the Meeting as a true and correct record.

***O&S 25 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 there were none made.

***O&S 26 PUBLIC FORUM**
The Chairman informed that no formal requests had been received in accordance with the Overview and Scrutiny Procedure Rules.

***O&S 27 HUB COMMITTEE FORWARD PLAN**

Whilst no prior requests had been received for updates on any future Hub Committee agenda items at this meeting, it was confirmed that each of the Task and Finish and Working Groups would be commencing with their work on the Council's draft Recovery Plan in the next few weeks.

***O&S 28 A386 TRANSPORT INFRASTRUCTURE – VERBAL UPDATE**

In his update, the Director of Place and Enterprise made particular reference to a constructive recent conversation that he had held with the Regional Director for Sustrans. The Committee noted that a feasibility report had been commissioned and would be available by the end of October 2020. Upon receipt of this report, it was intended that all partner agencies would look to establish a way forward with regard to improving cycling infrastructure.

In the ensuing debate, the following points were raised:

- (a) The Committee Chairman confirmed that she was in regular dialogue with the Devon County Council lead Cabinet Member. Whilst not the lead authority for the cycle project, officers confirmed that Devon County Council was committed to providing whatever support it could;
- (b) It was acknowledged that there were Section 106 monies available that could be used to support the cycle project;
- (c) The lead officer recognised that there was a need to improve the dialogue between the Borough Council and the Dartmoor National Park Authority on the cycle proposals and a meeting was to be set up in the upcoming weeks;
- (d) With regard to the Beeching Reversal Fund application that had been submitted by Devon County Council, there were no further updates at this current time.

***O&S 29 FUTURE IT PROJECT UPDATE**

The Committee considered a report that presented a progress update on the Council's Future IT Project.

In discussion, the following points were raised:-

- (a) The Committee felt that the manner in which the Council had been able to successfully adjust its working practices in light of the ongoing COVID-19 Pandemic was to the great credit of its ICT service;

- (b) Members were informed that, in response to Skype for Business being decommissioned, the Council was in the process of piloting the Microsoft Teams platform as an alternative. Once officers were ready to formally launch the Teams platform, it was confirmed that a variety of training opportunities would be made available for Members;
- (c) As part of the IT Project, it was noted that one of the main objectives was to improve the customer experience (and functionality) of the Council website;
- (d) The Committee recognised that there would be some inevitable system downtime as the Council transitioned across to a new website but that every step was being taken to ensure that this was kept to an absolute minimum. As a result of the impact, the lead Hub Committee Member emphasised the importance of all Members sharing on their own social media platforms any related communication messages that were released by the Council.

It was then:

RESOLVED

That the progress of both the Future IT Project and the evaluation of risks be noted.

***O&S 30 OMBUDSMAN ANNUAL REVIEW LETTER 2020**

Consideration was given to a report that presented the Ombudsman's Annual Review Letter 2020.

In discussion, reference was made to:-

- (a) the role of local Ward Member(s). When questioned, officers advised that Ward Member(s) were currently not made aware of complaints to the Ombudsman that were related to their local areas. In response to a request, the lead officer confirmed that he would give this point further consideration outside of this meeting;
- (b) the conclusions contained within the Review Letter. Members welcomed the positive tone of the Letter and felt that this was justification for the recent effort that had been put in by the Council to improving its internal complaints processes.

It was then:

RESOLVED

1. That the Ombudsman's Annual Letter for 2020 (as attached at Appendices A and B of the presented agenda report) has been reviewed; and

2. That the steps set out to ensure that the Council continues to address complaints fairly (and in line with best practice) be noted.

***O&S 31 VERBAL UPDATE FROM THE RURAL BROADBAND WORKING GROUP**

The lead Hub Committee Member for Economy informed that the Council had now received a response from the Department of Culture, Media and Sport in reply to concerns over Superfast Broadband provision in the West Devon Borough area. According to the letter, the Member advised that 88% of households in West Devon were capable of receiving Superfast Broadband and it was now the intention of the Working Group to lobby for this percentage to be increased.

With regard to a recent meeting between representatives of Connecting Devon and Somerset, it was agreed that a more detailed update would be provided to the next Committee meeting to be held on 10 November 2020.

***O&S 32 VERBAL UPDATE FROM THE FINANCIAL STABILITY REVIEW GROUP**

It was noted that the next meeting of the Review Group would be focusing on the draft budget setting proposals for 2021/22. In the event of any Members having both income generation or savings ideas, then they were encouraged to provide their thoughts to either the Section 151 Officer or the Review Group.

***O&S 33 JOINT LOCAL PLAN – VERBAL UPDATE**

Members of the Joint Local Plan Partnership Board advised that, at the most recent Board meeting held on 21 September 2020, all Members had expressed their concerns over the contents of the draft Planning White Paper. Whilst the Board had supported the concept of a collective response being sent on behalf of all 3 partner authorities to the consultation exercise, it was also acknowledged that this did not preclude any Member from making representations in their own right.

The Members also advised that the Strategic Planning Manager had recently left the employ of the three Councils and they proceeded to pay tribute to the role that he had played in the adoption of the Joint Local Plan.

***O&S 34 TASK AND FINISH GROUP UPDATES**

(i) Engagement and Consultation

It was noted that the membership of the Group had now been confirmed (Cllrs Cheadle, Daniel, Kemp, Kimber, Leech and Samuel) and a draft set of Terms of Reference had been prepared in anticipation of the first Group meeting.

(ii) Localities and Clusters

Similarly to the Engagement and Consultation Review, the Group composition had now been approved (Cllrs Heyworth, Hipsey, Moody, Moyse, Ratcliffe and Wood) and officers informed that the first meeting of the Group had been arranged to be held on Tuesday, 20 October 2020.

***O&S 35 DRAFT ANNUAL WORK PROGRAMME 2020/21**

The Committee considered the latest version of its draft Annual Work Programme for 2020/21 and, in discussion, the following updates were made:

- Members agreed a recommendation whereby it would now be more appropriate to receive quarterly updates from the Financial Stability Review Group; and
- The Committee supported the proposal whereby the 'Regulation of Investigatory Powers Act (RIPA) 2000 Report' should be presented to the Audit Committee and therefore removed from the Work Programme.

***O&S 36 MEMBER LEARNING AND DEVELOPMENT OPPORTUNITIES ARISING FROM THIS MEETING**

The Committee was reminded of the earlier assurances (Minute O&S 29 above refers) that had been given whereby there would be a number of opportunities for Members to receive training on Microsoft Teams before the Council held its remote meetings over this platform.

(The meeting terminated at 3.20 pm)

Chairman

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At a Meeting of the **AUDIT COMMITTEE** held remotely by Skype, on **TUESDAY** the **13th** day of **October 2020** at **2.00pm**

Present:

- Cllr M Davies (Chairman)
- Cllr P Vachon (Vice Chair)
- Cllr K Ball
- Cllr A Bridgewater
- Cllr M Renders
- Cllr P Ridgers
- Cllr J Yelland

Officers in attendance:

- Section 151 Officer
- Head of Finance
- External Auditors
- Democratic Services Manager
- Accountant Business Partners
- Senior Case Officer – Democratic Services

Also in attendance: Cllr C Edmonds

***AC 10 ITEMS REQUIRING URGENT ATTENTION**

There were no items requiring urgent attention raised by the Chairman.

***AC 11 CONFIRMATION OF MINUTES**

The Minutes of the Committee Meeting held on 21 July 2020 were confirmed as a correct record.

***AC 12 GRANT THORNTON (ISA260) REPORT ACCOUNTS – THE AUDIT FINDINGS FOR WEST DEVON BOROUGH COUNCIL**

The External Auditor introduced the agenda item and stated the impact that the Covid-19 Pandemic had on this year's audit. Timescales of the audit of accounts had been extended, as it had nationally. Some detail was still needed around pensions. An unqualified audit opinion was proposed on the financial statements. In relation to the 'land and buildings and investment property matter', a paragraph was included due to material uncertainty. He went on to explain this was consistent nationwide and related to the Covid-19 impact. An Unqualified Value for Money opinion was to be proposed.

In reply to a Member question, the Section 151 officer confirmed that there was no material uncertainty and so the accounts had been prepared on a going concern basis.

The External Auditor confirmed that the Council had a clean audit opinion on both the financial statements and the Value for Money conclusion. The Chairman thanked the finance team for their hard work.

It was then **RESOLVED** that:

The Grant Thornton Report Accounts be noted.

- *AC 13 GRANT THORNTON REPORT – INFORMING THE AUDIT RISK ASSESSMENT FOR WEST DEVON BOROUGH COUNCIL 2019/20**
The External Auditor took Members through the report. There were no questions from Members.

It was then **RESOLVED** that:

The Grant Thornton Report was noted.

- *AC 14 GRANT THORNTON REPORT - COVID-19 AND LOCAL GOVERNMENT**

Confirming that Councils were facing difficulties in the Covid-19 Pandemic response and would continue to do so until recovery was in place, the External Auditor set out where the sector was in regard to the Pandemic. The S151 Officer, responding to a question, stated that additional grant funding was to be announced by the Chancellor but as yet no information about how it could be spent had been given. It was noted that £25,512 had been allocated for enforcement and compliance.

It was **RESOLVED** that:

The Grant Thornton Report be noted.

- *AC 15 GRANT THORNTON REPORT – LOCAL GOVERNMENT AUDIT AND FINANCIAL REPORTING – THE REDMOND REVIEW**

The External Auditor introduced the Members to the report. As part of the Redmond Review, the July deadline was to move permanently to September. Recommendation that CIPFA will look to simplify the accounts.

A recommendation was also made for the audit fee to rise by 25%. The S151 Officer advised that providing extra statements to the accounts would be extra work for the team and she felt it was already covered within the Narrative Statement of the Accounts.

It was **RESOLVED** that:

The Grant Thornton Report be noted.

- *AC 16 AUDITED STATEMENT OF ACCOUNTS 2019/20 AND ANNUAL GOVERNANCE STATEMENT 2019/20 (INCLUDING LETTER OF REPRESENTATION)**

Cllr Edmonds presented the Statement to the Committee. He thanked the finance team for their prudent management of the council's finances. He introduced and welcomed Clare Scotton as the new Business Partner within the finance team.

In discussion, a Member queried the 285% increase in cards payment fees. The S151 Officer confirmed the £20,000 additional cost was built into the base budget for next year.

The S151 Officer also stated that the dormant company, Servaco Ltd did not incur any costs apart from filing a set of accounts. She also confirmed that, due to Covid-19, there would be extra costs incurred for next year's elections. Costs would be largely recharged to the Police & Crime Commissioner's Office and Devon County Council.

A Member queried the reasons for Members' Allowances being higher. This was due to a pay award and also due to the fact that the previous Leader of the Council had also been the Chairman of the Development Management & Licensing Committee and could not claim two Special Responsibility Allowances. There were now two separate post holders to those two roles.

It was **RESOLVED** that the Committee approve:

1. The wording of the Letter of Representation (Appendix A);
2. The audited Statement of Accounts for the financial year ended 31 March 2020 (Appendix B); and
3. The Annual Governance Statement post audit (Appendix C).

***AC 17**

ANNUAL TREASURY MANAGEMENT REPORT FOR 2019/20

Cllr Edmonds introduced the Annual Treasury Management Report for 2019/20. In response to a member question asking about possible negative interest rates the S151 Officer stated that most of the council's investments are kept short apart from the £500,000 in CCLA. They would take advice from the Treasury Management advisors should this happen.

It was **RESOLVED** that:

1. The Audit Committee approved the actual 2019/20 prudential and treasury indicators in the report; and
2. Noted the Annual Treasury Management report for 2019/20

***AC 18**

AUDIT COMMITTEE WORKPLAN

The S151 Officer took Members through the latest version of the Workplan and it was agreed that a verbal Health & Safety update would be considered at the Audit Committee meeting in February 2021.

(The Meeting terminated at 3.35pm)

Dated this

Chairman

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At a Meeting of the **HUB COMMITTEE** held via Skype on **TUESDAY** the **20th** day of **October 2020** at **2:00 pm**

Present: Cllr N Jory – Chairman
Cllr L Samuel – Vice Chairman

Cllr R Cheadle	Cllr C Edmonds
Cllr A F Leech	Cllr J Moody
Cllr C Mott	Cllr T G Pearce
Cllr D K A Sellis	

In attendance: Chief Executive
Deputy Chief Executive
Director of Place and Enterprise
Section 151 Officer
Director of Governance & Assurance
Head of Democratic Services
Deputy Monitoring Officer
Head of Housing, Revenues and Benefits
Head of Strategy and Projects
Senior Specialist, Accountant Business Partner
Specialist Democratic Services

Other Members in attendance:

Cllrs Bolton, Bridgewater, Crozier, Daniel, Ewings, Heyworth, Hipsey, Kemp, Kimber, Moyse, Ratcliffe, Renders, Southcott, Spettigue, Vachon, Wood and Yelland

***HC 21**

APOLOGIES

No apologies were received.

***HC 22**

DECLARATIONS OF INTEREST

Members were invited to declare any interests in the items of business to be discussed and none were made.

***HC 23**

MINUTES

The Minutes of the Hub Committee meeting held on 15 September 2020 were confirmed as a correct record.

***HC 24**

PUBLIC QUESTION TIME

There were no questions submitted by the Public

***HC 25**

HUB COMMITTEE FORWARD PLAN

Members were presented with the Hub Committee Forward Plan setting out items on the agenda for Hub Committee meetings for the next four months.

Page 33
The contents of the Forward Plan were agreed.

***HC 26 CAPITAL BUDGET MONITORING QUARTER 1 AND QUARTER 2**

The Lead Member for Resources and Performance gave an update on the attendant report. There were no questions to this report.

Proposed by Cllr Edmonds and seconded by Cllr Cheadle.

It was then **RESOLVED** to endorse the contents of the attendant Report.

HC 27 MEDIUM TERM FINANCIAL STRATEGY 2021/22 TO 2025/26

The Leader presented Members with a report that outlined the Medium Term Financial Strategy for 2021/22 to 2025/26.

The budget gap for 2021/22 was estimated at £176,000. It was noted that the Amended budget this year had used some of the reserves but it would not be expedient to use for next year's budget gap, therefore there may be a need to look at a structured approach to tackle the gap. Options for closing the gap would be reported to Hub Committee at the meeting on the 1st December which would be the start of the normal round of budget review that would culminate in Full Council being asked to adopt the budget at its meeting on 16 February 2021. It was confirmed that lobbying of Central Government for more funding would continue. The recommendations asked for the Hub Committee to note the gaps and the timetable to tackle them.

During the debate it was clarified that the anticipated income from Leisure Centres had been based on the current renegotiated situation. The S151 Officer confirmed that the Members Locality Fund had now been built into the base budget and that it was still available for Members to use, with any unspent carried forward. However, monies could not be rolled over at the end of a four year Council administration.

Following a discussion regarding the cumulative budget gap, it was agreed that this aspect of the Medium Term Financial Strategy would be discussed at the next Financial Stability Review Group meeting to determine whether this figure should still be included.

It was noted that no council tax collection fund surplus was assumed. The collection rates within West Devon Borough Council (WDBC) remained at one of the highest levels within Devon, however, the Revenues Team were monitoring the situation with reminder notices going out in early November and a review on collection rates would be held thereafter. Any deficit or surplus would be highlighted to the precepting authorities as they would also be impacted.

Following a Member's enquiry, the S151 Officer confirmed that representatives from the Community Safety Partnership were due to present their annual report to the Overview and Scrutiny Committee meeting on 10th November which would detail the current contribution (just under £17k) in staffing costs from the Council. In the event of any Members wishing to recommend any increase in funding to the Partnership, then this would be considered during the normal budget setting process as follows:

- Hub Committee meeting: 1 December 2020;
- Overview and Scrutiny Committee meeting: 19 January 2021;
- Hub Committee meeting: 2 February 2021; and

- Council meeting: 16 February 2021.

It was acknowledged that although WDBC has a good pictorial pie chart of where Council Tax was spent, it was felt that more could be done to show this, perhaps outlining how much a teacher costs, as an example. The Communications Team were tasked with working on this request.

The Leader moved the recommendations which were then seconded by Cllr Cheadle (and carried by a Unanimous vote).

It is **RECOMMENDED** that the Hub Committee has considered the Medium Term Financial Strategy and **RECOMMEND** to Council:

Recommendation 1: To set the strategic intention to raise council tax by the maximum allowed in any given year, without triggering a council tax referendum, to endeavour to continue to deliver services. The actual council tax for any given year would be decided by Council in the preceding February.

Recommendation 2: To continue to respond to Government consultations on Business Rates Reform

Recommendation 3: To continue to actively lobby and engage with the Government, Devon MPs, South West Councils, and other sector bodies such as the District Councils' Network and the Rural Services Network, for a realistic business rates baseline to be set for the Council for 2022 onwards, when the business rates reset would happen.

Recommendation 4: That West Devon Borough Council continued to lobby in support of the Government eliminating Negative Revenue Support Grant in 2021/22 (and thereafter) and continued to lobby for Rural Services Delivery Grant allocations which adequately reflected the cost of rural service provision.

Recommendation 5: – That the Council maintained an Upper Limit on External Borrowing (for all Council services) as part of the Medium Term Financial Strategy of £50 million.

The Hub Committee also **RESOLVED** to note:

- i) the forecast budget gap for 2021/22 of £0.175 million (2.2% of the current Net Budget of £7.7million) and the position for future years.
- ii) the current options identified and timescales for closing the budget gap in 2021/22 and future years, to achieve long term financial sustainability.

***HC 28**

HOUSING STRATEGY PROGRESS UPDATE

The Lead Member for Homes gave an update on the Housing Strategy progress, aiming for adoption in 2021 for a 5 year strategy linking in with South Hams District Council. The draft strategy would go out for public consultation in December 2020. Better homes better lives – suggested strategy. It was noted that the Housing, Revenue and Benefits Team had been under pressure to develop processes to deal with the Covid-19 situation and attendant grants. It was noted that a further spike in Covid may impact on the team's ability to stay on target but refocusing attention from recovery phase back to response phase may impact on this project.

The recommendations were moved by Cllr Sellis and seconded by Cllr Samuel, and carried by a unanimous vote.

It was then **RESOLVED** that:

1. the progress of the Housing Strategy to date be acknowledged; and
2. the proposed way forward be endorsed and for all Members to continue to contribute to this key policy development

HC 29

SPRING HILL UPDATE

The Lead Member for Homes then presented a report that updated on the Spring Hill project. This was outlined as an exciting opportunity with the best option to demolish the existing building and then rebuild using material salvaging, to produce 1 or 12 units.

In discussion, it was confirmed that energy efficiency measures would be at the forefront of the project design. A number of Members welcomed this assurance and reiterated the importance of the Council's Climate Change and Biodiversity Emergency declaration.

Cllr Sellis moved the recommendations, which were seconded by Cllr Pearce, and carried by a unanimous vote.

It was then **RESOLVED** that the Hub Committee **RECOMMEND** to Council to:

1. Note the project aims and objectives as detailed in Section 3 of the attendant report.
2. Support the current design direction, as detailed in Section 4 of the attendant report, recognizing the opportunities for external funding, and
3. Note the draft business case in the Exempt Appendix B of the attendant report.

***HC 30**

EMERGENCY POWERS – TRACK & TRACE HARDSHIP PAYMENTS

The Committee considered a report presented by the Leader that outlined the need for urgency powers to respond to the track and trace hardship payments scheme, as the scheme was required to be set up by 12th October with a very short lead time. Therefore the Chief Executive had exercised his urgency powers to enable the Council to adopt a scheme: the attendant appendix detailed the arrangements that had been put in place.

Cllr Jory proposed the recommendations, which were seconded by Cllr Leech and carried unanimously.

It was then **RESOLVED** that the Hub Committee noted the urgency action taken by the Head of Paid Service, in consultation with the Chairman and Vice-Chairman of the Hub Committee, to approve the discretionary element of the Track and Trace Support Payment.

***HC 31 GREEN HOMES GRANT – LOCAL AUTHORITY DELIVERY SCHEME**

The Lead Member for Health and Wellbeing introduced the Green Homes Grant report. The grant is to be used to raise energy efficiency of low income homes. It was acknowledged that a large amount of the housing stock in WDBC was old houses which were hard to treat. The grant would allow for 14 external wall installations and six heat pumps and the work needed to be done by end of March 2021.

During discussions, it was confirmed that there were several Government schemes running concurrently which would impact on the availability of companies able to perform the upgrades, and potentially also on the availability of the hardware. However, officers confirmed a good working relationship with a provider and that they were confident this work could be accomplished in time.

Officers confirmed they would be taking forward leads raised during previous grants but would ensure good coverage across the whole Borough. Members acknowledged the Officer's work in achieving this grant.

Cllr Leech then proposed the recommendations, which were seconded by Cllr Mott and unanimously approved.

It was then **RESOLVED** that the Hub Committee **NOTED** the successful bid and award of the sum of £224,500 from the Government's Green Homes Grant Scheme.

(The meeting terminated at 3:21 pm)

Chairman

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF MINUTES HC 27 AND HC 29 WHICH ARE RECOMMENDATIONS TO THE FULL COUNCIL MEETING ON 8 DECEMBER 2020, WILL BECOME EFFECTIVE FROM WEDNESDAY 28 OCTOBER 2020 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).

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session focused around a Climate Change and Biodiversity Strategy theme.

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

1. Executive summary

- 1.1 At the meeting of full Council on July 23rd 2019 it was resolved that the Council sign the Devon Climate Emergency Declaration (Minute CM 29 refers).
- 1.2 At the meeting of full Council on 17th December 2019, the Climate Change and Biodiversity Working Group was requested to develop a Climate Change and Biodiversity Strategy to be brought back to full Council for approval and that an update on progress against the adopted aims be brought back to Council on an annual basis.
- 1.3 This report provides an update to Members and sets out progress to date.

2. Background

- 2.1 At Full Council on 17th December 2019 Members considered a comprehensive report, including an action plan, on Climate Change and Biodiversity.
- 2.2 A key part of the resolution arising from the meeting was to develop a Climate Change and Biodiversity Strategy. It was originally intended to bring the Strategy to Council on 22nd September 2020.
- 2.3 Since the Full Council on 17th December 2019 the COVID-19 pandemic through much of 2020 has meant that officer and Member resources have been focussed on the Council's response phase and the provision of support to residents and businesses.
- 2.4 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.
- 2.5 In view of this, the report recommends that the Council adopt this first version of the Climate Change and Biodiversity Strategy recognising that the actions within it will continually develop and may be subject to delay due to the ongoing pandemic.
- 2.6 It is important to highlight the correlation between the Council's Recovery and Renewal Plans and the Climate Change and Biodiversity Strategy and also the emerging Interim Devon Carbon Plan, which will

contain actions that partners such as West Devon Borough Council will have the ability to deliver.

- 2.7 It is also important to recognise the excellent work that has been undertaken by the Members of the Climate Change and Biodiversity Working Group to progress this vital work during the ongoing challenges arising from the pandemic.

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

4. The Climate Change and Biodiversity Strategy

- 4.1 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.
- 4.2 The first version of the West Devon Borough Council Climate Change and Biodiversity Strategy can be found at Appendix 1. This document has been put together by the Council's new Climate Change Officer, Adam Williams formerly a Planning Specialist for the Council, who was appointed during the first 'lockdown' after an external recruitment process and started on 1 June 2020.
- 4.3 The Council has committed to the following aims;
- That the Council aim to reduce its organisational carbon emissions to net-zero by 2030;
 - That the Council commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce the Borough of West Devon's carbon emissions to net zero by 2050 at the latest;
 - That the Council aim for a 10% Biodiversity Net Gain in the habitat value of its green and wooded public open space by 2025;
- 4.4 The Actions within the Strategy have been refined following discussions between officers and the Working Group and represent a culmination of key priorities that the Council should focus on in order to assist the Borough, and the County, to become net-zero by 2050.

- 4.5 The actions proposed are, in general, necessarily high level, capitalising on the Councils position as an influencer, partner and facilitator between residents, business, stakeholders and elected members.
- 4.6 Setting targets for reducing carbon emissions is notoriously difficult. A key factor is the level of control over which, in this case, the Council have in securing the necessary reductions. Whilst the Council can influence, promote and support change it has very limited direct control other than over its own activities. The Strategy proposes to continue to monitor yearly carbon emissions data but to continue to engage and work with the Devon Carbon Plan, utilising expertise involved with that process.
- 4.7 As highlighted in 2.6 above, this strategy complements the Council's Recovery and Renewal plan and relevant actions from within the first iterations of the Recovery and Renewal plan have been carried across into the Climate Change and Biodiversity Action Plan.
- 4.8 As a signatory of the Devon Climate Emergency, the Council is a key partner in the development of the Devon Carbon Plan. The progress on this has been delayed in part because of partner pressures resulting from the COVID-19 pandemic, however public consultation on the Interim Devon Carbon Plan is expected to commence on 7th December 2020.
- 4.9 With that in mind it is proposed the Climate Change and Biodiversity Strategy is updated again within 1 year, at which point the Devon Carbon Plan would have completed its consultation process. This will allow officers to cross reference both plans to ensure that they are both complementary and suitably resourced.
- 4.10 Since declaring a Climate Emergency, and despite the on-going pandemic, Officers have continued to work on tasks and projects that will aid the Borough in becoming net zero by 2050. Most notably we have secured £224,500 from the governments Green Homes Grant Scheme in order to provide insulation and some air source heat pumps for eligible households. Officers have also been undertaking some work relating to the application of Policy DEV32 as part of the Joint Local Plan Supplementary Planning Document and have also been working with Plymouth City Council on project brief for Renewable Energy Capacity in the Plan area which may be used as evidence for future site allocations as part of a review of the JLP.

5. Climate Change and Biodiversity Community Forum

- 5.1 As part of ongoing work on the Climate Change and Biodiversity Action Plan, and recognising the need for collaboration on the action plan over time, it proposed that a Community Forum is established.
- 5.2 The group's purpose is to act as an informal Forum to help co-ordinate and undertake activity which is aligned with the Borough's ambition to become carbon neutral by 2050, specifically those actions which are listed in the Council's Climate Change and Biodiversity Strategy.

- 5.3 The Climate Change and Biodiversity Strategy is a continually evolving area of work which will change over time as opportunity and projects aligned with Climate Change are presented. The Community Forum will be encouraged to input into the Action Plan with a view to council reviewing its development plan to sit alongside this.
- 5.4 It is envisaged that the Forum will comprise 20 people, representative of age and geography, officers will also be mindful to ensure there is a strong level of Parish and Town Council representation. This will be done through an online expression of interest exercise with members selected as part of a selection process using the aforementioned criteria. In doing this, officers will also be keen to ensure voluntary community groups and community interest companies are appropriately represented. This won't be an exact science, but ensuring a good spread of ages and location will be key outcomes
- 5.5 In short, this forum will aim to oversee the development and implementation of the Council's engagement work to support the above, including considering the best methods for working with stakeholders and the wider community on the response and action plan. The forum will also represent the wider community within West Devon, acting as a link between the interests of the community and the work taking place on the ground and relaying this to the Council.

6. Proposed Way Forward

- 6.1 Recognising that the Climate Change Strategy is the Council's first version and that actions are likely to be developed, amended and created based on emerging opportunities, outcomes from the quarterly Community Forum Session and the completion of the Interim Devon Carbon Plan, it is recommended that delegated powers to amend the action plan is given to the Director of Governance and Assurance.
- 6.2 In doing this, it will be expected that updates to the Strategy and Action Plan will be presented to the Hub Committee (and reviewed by the Overview and Scrutiny Committee) on a six-monthly basis to ensure continued member involvement as work progresses on the Strategy and Action Plan.

7. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	There is no statutory requirement for the Council to set climate targets, or produce a Climate Strategy

		or an Action Plan set out in the Climate Change Act 2008. The Council is, however, obliged to meet obligations in grant funding agreements; under regulatory arrangements such as through air quality reviews and monitoring under the Environment Act 1995; and in the development of local plans under the Planning and Compulsory Purchase Act 2004, where the local planning authority must have regard to national policies.
Financial implications to include reference to value for money	Y	Some actions commit to financing some measures through developer contributions.
Risk		The key risk relates to the potential to not deliver against the aims set by the Council. By adopting a strategy and action plan and by building in regular reviews this risk is mitigated.

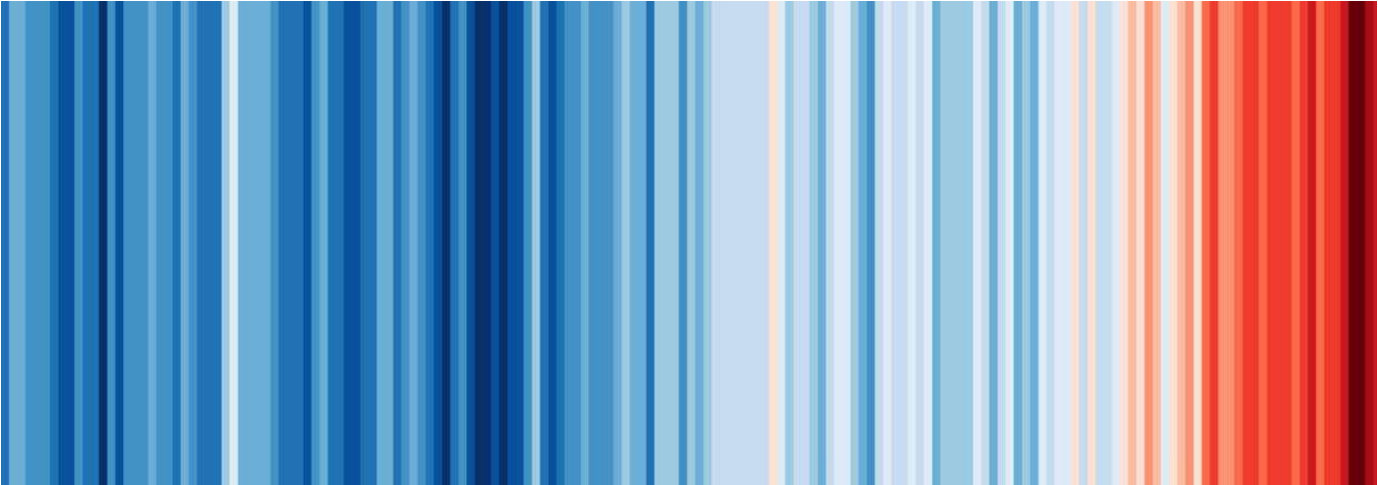
Supporting Information

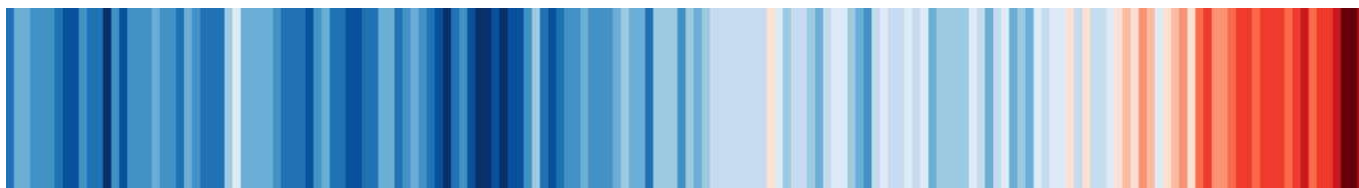
Green Homes Grant – Report to Hub Committee Report 20 October 2020

Appendix 1

West Devon Climate Change and Biodiversity Strategy

West Devon Borough Council Climate Change and Biodiversity Strategy





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

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Executive Summary

We are facing an unprecedented challenge in dealing with Climate Change; anthropogenic emissions have resulted in runaway heating of our atmosphere, illustrated by the ‘warming stripes’. These emissions, coupled with rapid biodiversity and ecosystem loss, are combining to create a mass extinction event that threatens all life on our planet. In West Devon, people are likely to experience rising sea levels, more frequent flooding, stronger storms, and more frequent heatwaves as a direct result of Climate Change. This will also adversely affect our wildlife and their habitats. In response to this West Devon Borough Council declared a Climate and Biodiversity Emergency on 21st May 2019, and has been working with partners to develop a set of aims and an action plan.

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

The Council has committed to the following aims;

1. That the Council aim to reduce its organisational carbon emissions to net-zero by 2030;
2. That the Council commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce the Borough of West Devon’s 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 Neil Jory, Leader of West Devon Borough Council

"It is important for us to stay focused and break this down into manageable pieces of work. We have decided to break our challenge into two parts, we have the Council's internal carbon footprint, the CO2 emissions that we are responsible for and then we have those of the Borough, some of which are within our control but most of which are not."

"In the short time since we agreed to create a plan, we have brought together a set of ideas that will point us as an organisation in the right direction. We aim to be a carbon neutral organisation by 2030 and to have improved the habitats in our green and wooded open spaces by up to 10% by 2025"

"For those things that are outside of our direct control, we have joined forces with the Devon Climate Emergency Response Group to support the creation of a Devon-wide plan, with the aim of Devon becoming carbon neutral by 2050."

"There is already a call for evidence, asking the public to make comments and add suggestions and we have supported the group with the themed discussions that have already taken place."

"West Devon Borough Council remain fully committed to working with communities and stakeholders, to share knowledge, experience and ideas, and have made a commitment to working with partners."

Mike Davies, Chair of West Devon Borough Council's Climate Change and Biodiversity Working Group said: *"This is our planet and we are in this together. We know that we cannot solve this on our own, but by working together and helping each other we can make a difference."*

"As your Borough Council we have multiple roles in this, and a key role will be in supporting and signposting you, our residents and businesses, to the latest information and enabling you to do all that you can."

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 have resulted in runaway heating of our atmosphere, illustrated by the 'warming stripes'. These emissions, coupled with rapid biodiversity and ecosystem loss, are combining to create a mass extinction event that threatens or severely impacts all life on our planet.

The United Nations Intergovernmental Panel on Climate Change (IPCC) Special Report on Global Warming of 1.5 degrees Celsius was published in October 2018 and describes the enormous harm that a 2 degrees Celsius rise is likely to cause compared to a rise of 1.5 degrees. The report went on to say that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector, indigenous peoples and local communities. It is estimated that, globally, humans need to reduce our CO₂eq (carbon equivalent) emissions from the current 6.5 tonnes per person per year to less than 2 tonnes as soon as possible.

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

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

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

We recognise the brevity of this challenge and whilst this all may seem daunting we still have time to limit catastrophe and even at a local level, we can do our bit to help meet this aim. It cannot be underestimated what the

scale of the challenge means, it is not clear if the goal is achievable, however, the Council is committed to pursuing this the best it can.

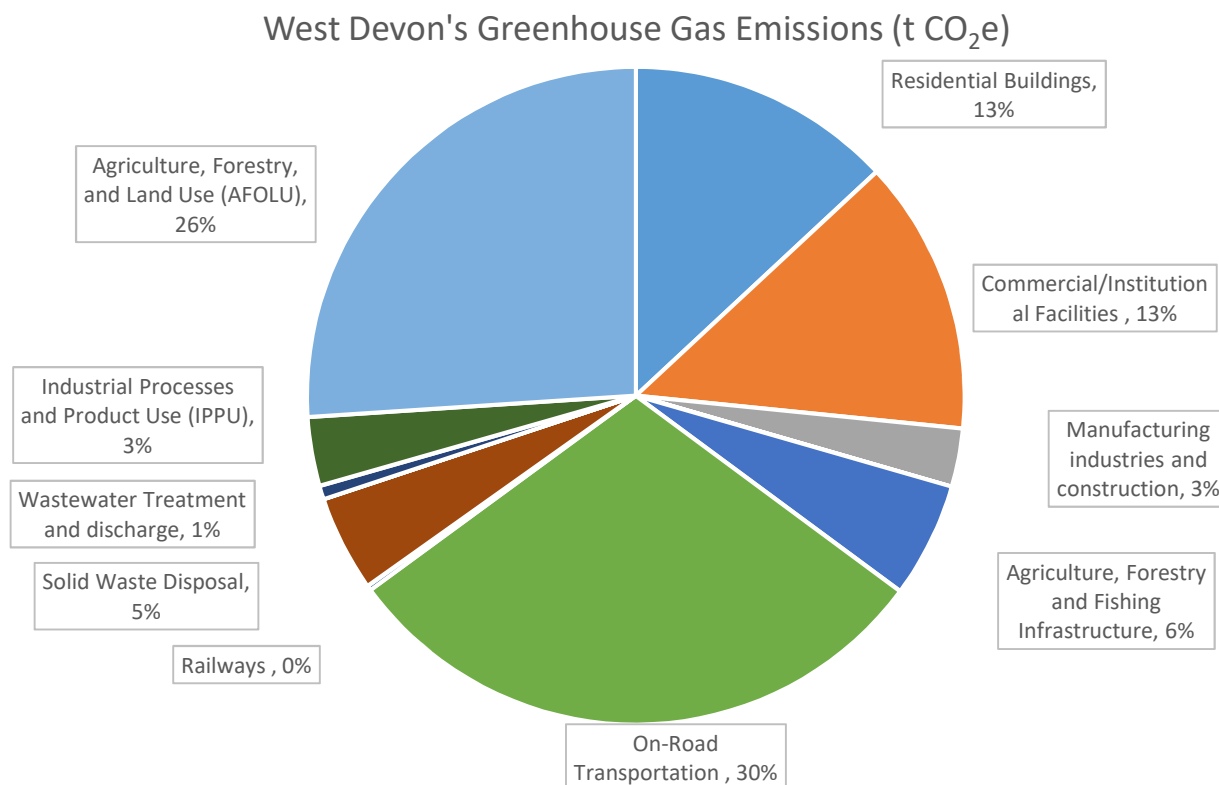
The Council does not have all the answers or have the means to provide all the solutions, the response to climate change demands a linked up approach across sectors, agencies, government, business, and local residents. However, the Council does recognise that our position in leadership can prove invaluable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

2. The Local Picture

In developing a Climate Change and Biodiversity Strategy for how we can become net-zero by 2050, we must first understand broadly where our emissions come from to direct plan actions more efficiently. West Devon covers an area of 1,161 km² sq. km, our area contains several towns, villages, and hamlets which provide homes for 55,528 people. West Devon is one of the most sparsely populated local authority areas in England ranking 316th out of 326 with a population density of 47 people/km². This means our residents are spatially disconnected with many people relying on private transport to get around, this is reflected in the carbon dioxide emissions associated with transportation shown in Graph 1 below.

A key issue impacting on the economy of West Devon 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 again raises a significant challenge in responding to Climate Change in our administrative area arising from connectivity and transportation and the carbon impacts associated with it.

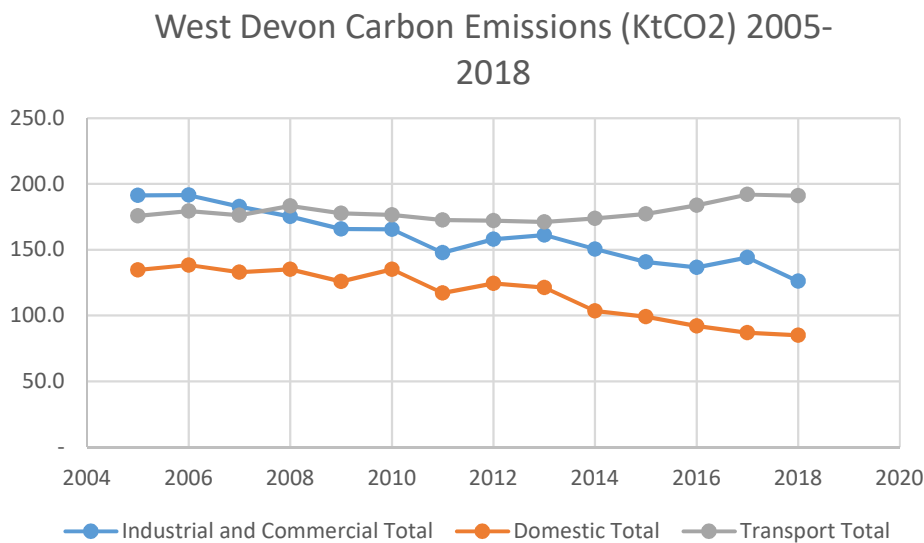
As a snapshot of total Greenhouse Gas Emissions for West Devon by sector, Exeter University was commissioned to undertake a study of all Greenhouse Gas Emissions in Devon as part of the Devon Carbon Plan process¹. Within that study, the data is displayed for each local authority area in the County and the West Devon Greenhouse Gas Emissions chart is below, unlike the yearly data provided by Department for Business, Energy and Industrial Strategy, this data includes other greenhouse gases such as methane and nitrous oxide.



As part of the monitoring of the Joint Local Plan, the Council produces an annual monitoring report (AMR) to review the effectiveness of our planning policies. Whilst this is heavily directed towards housing and employment figures, the Plymouth and South West Joint Local Plan sets a policy objective to half the 2005 carbon emissions levels by

¹ [Mitchell, T \(2017\) Greenhouse Gas Report, University of Exeter Centre for Energy and Environment](#)

2034 (this is the life of the development plan). The Council reports carbon emissions levels for West Devon obtained from the Department for Business, Energy and Industrial Strategy, their emissions statistics do not at this time provide non-CO2 emissions data at the regional level. However, this data can be tracked from 2005, meaning monitoring trends over time is possible. New data was published in June 2020 to contain 2018 estimates; graph 1 below illustrates this data and the trajectory of CO2 emissions since 2004.



(Graph 1: sector emissions for West Devon between 2005 and 2017, Department for Business, Energy and Industrial Strategy 2017 estimates, 2019)

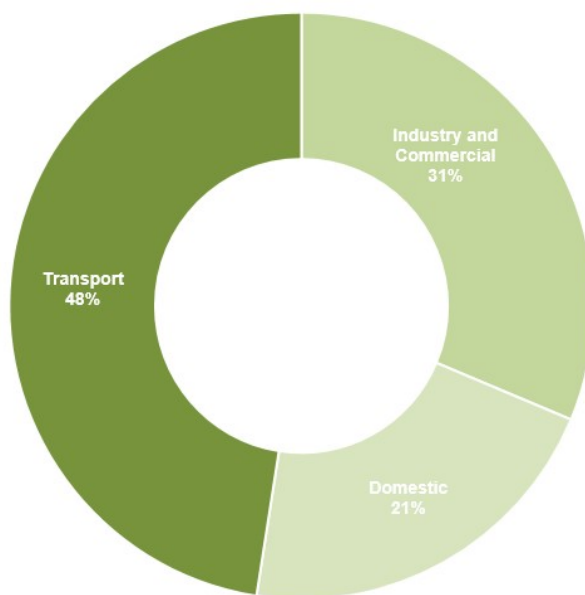


Figure 1 – Sources of CO2 in West Devon (Department for Business, Energy and Industrial Strategy 2018 estimates, 2020)

In West Devon, whilst the trend has continued to decline, there was a rise between 2016 and 2017 resulting from an increase in road transport on both ‘A’ and minor roads, and also Industry and Commercial electricity and Transportation as a whole. The most polluting sectors continue to be Industry and Commercial electricity and Transportation. Since 2010 (The IPCC baseline²) West Devon has reduced its CO2 emissions by 23.15%.

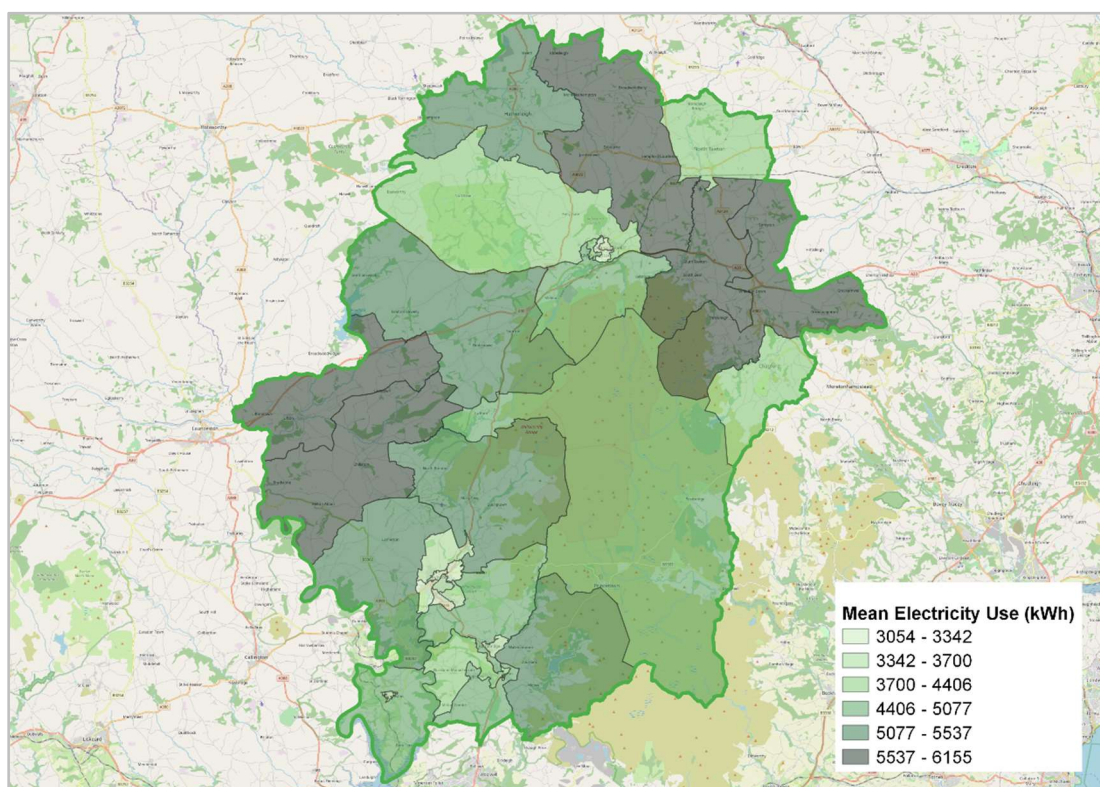
The CO2 emissions data produced by the Department for Business, Energy and Industrial Strategy show that whilst carbon emissions continue to decline, there remains a challenge with tackling emissions across all sectors to

² 2010 was the most recent year for which emission statistics on all gases as well as assessment of uncertainties were essentially complete at the time of data cut-off for the IPCC Fifth Assessment report

bring these down at a much faster rate than has happened to date. Clearly then, the Council will need to help facilitate, and create the conditions which will enable business and residents to reduce their carbon emissions. This can be achieved through regulatory systems such as planning, as well as through engagement and collaborative working.

Unlike Transport and Industry, the Council does have a level of influence relating to domestic energy use through grant funding that is occasionally made available to tackle poor performing homes. Despite domestic emissions showing a downward trend, it continues to decline slowly. Data was obtained from the Department for Business, Energy and Industrial Strategy to ascertain the spatial distribution of energy use in the Borough. The data is captured at lower super output area (LSOA) which are automatically generated to be as consistent in population size as possible, the data was published on 28th February 2020³. There are some caveats regarding how this data is captured, primarily that electricity and gas meters that have not successfully been assigned to a geography, due to insufficient address information, are counted in an 'Unallocated' category and therefore not captured on this map, this is further explained within the government methodology for this data set.⁴

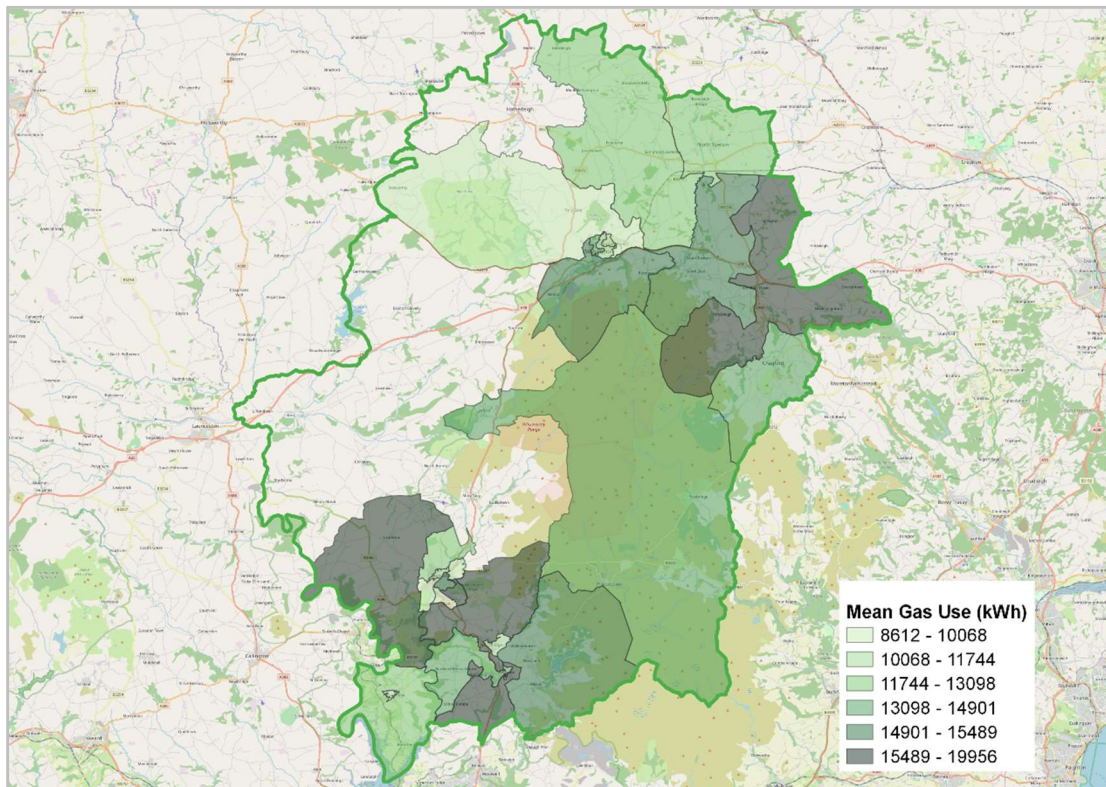
Nonetheless, the data provides a useful illustration of electricity and gas consumption. In terms of electricity use, the most energy appears to be used in the north east of the Borough and to the west. The map below shows 2018 mean electricity usage by LSOA and each band of energy use is equally distributed.



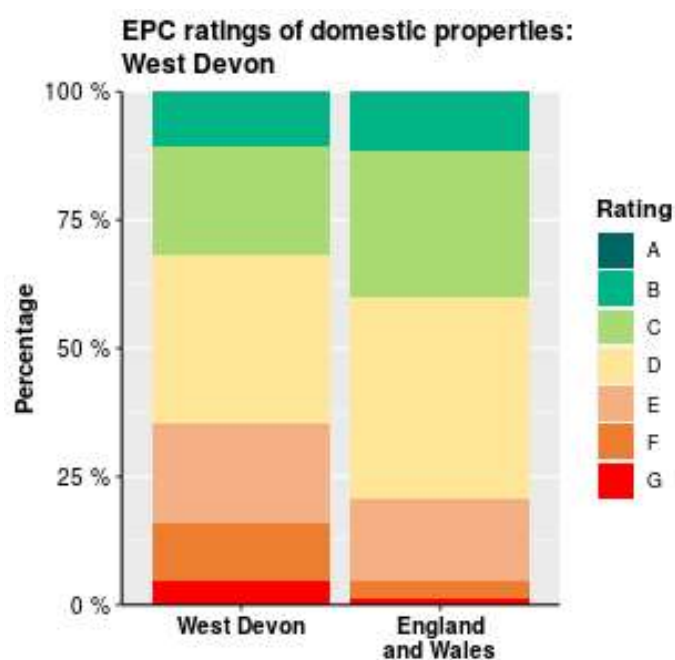
The gas usage on the other hand appears to be low aside from areas around the outside of Tavistock, Okehampton and to the east. The uncoloured areas had no data recorded for it, this could be explained by the accompanying dataset note which explains that meters with poor address information are 'unallocated'. Of further note, the number of gas meters recorded in each LSOA often much lower than those recorded for electricity. This indicates that many domestic properties are not connected to mains gas and when comparing with the spatial distribution of electricity use, indicates that home heating and cooking in the north eastern areas for example may be done by electricity.

³ <https://www.gov.uk/government/statistics/lower-and-middle-super-output-areas-electricity-consumption>

⁴ <https://www.gov.uk/government/publications/regional-energy-data-guidance-note>



What these two data sets can tell us are areas where efforts could be directed to continue reduced gas usage but equally be able to heat their homes in a much more sustainable way, whether this is through future retrofit schemes or through district energy. To illustrate the level of domestic energy performance in the Borough, the graph below shows the percentages of EPC certificates for domestic properties in West Devon⁵



West Devon has a large number of difficult to treat housing with a larger proportion of properties having EPC ratings of D and below. Research by the Energy Saving Trust⁶ 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. However, many of the poor performing domestic properties in the Borough likely also have issues with the building fabric. As such, innovative solutions to tackle the scale of the

⁵ MHCLG, 2019. Energy Performance Certificate (EPC) ratings of domestic properties in England and Wales [obtained online at www.domesticenergymap.uk]

⁶ [Exeter University, 2011, A Review Of Renewable Energy Resource Assessment And Targets For Devon](http://www.exeter.ac.uk/research/energy)

retrofit challenge are required and the Council will not be able to influence this fully alone, requiring the use of Government grants where possible. Of course, the more the electricity grid is decarbonised, the lower carbon impact heat pumps will have on properties off the gas grid. 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 could deliver the best outcome in these areas.

In terms of our natural assets, West Devon is home to a rich tapestry of heritage landscapes, key wildlife and habitat sites, and important marine environments.

Existing Designations and Green Infrastructure Assets

- Western half of Dartmoor National Park, part of Cornwall and West Devon Mining Landscape WHS and part of Tamar Valley AONB.
- Part of UNESCO North Devon Biosphere Reserve and part of Northern Devon Nature Improvement Area.
- Part of Tamar Estuary Marine Conservation Zone (MCZ).
- Part of four Special Areas of Conservation (SACs), (including part of one Inshore SAC with a marine component) and part of a Special Protection Area (SPA) with a marine component.
- Whole of twenty-seven and part of four Sites of Special Scientific Interest (SSSIs) for biodiversity and geological conservation.
- Two National Nature Reserves (NNRs), four 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 Tamar and its tributaries, the Thrushel, the Lyd and the Lew; the Tavy and its tributary the Walkham; the West and East Dart, meeting at Dartmeet; the West and East Okement Rivers meeting in Okehampton; the River Taw; and the River Lew, a tributary of the Torridge.
- 2,408 hectares (ha) of ancient woodland (2.07% land cover compared with a Great Britain average of 2.4%).
- A large number of ancient, veteran and notable trees, approximately 500 of which are protected under Tree Preservation Orders.
- Two Devon Wildlife Trust (DWT) Reserves.
- Greater Horseshoe Bat maternity roost near the Tamar Trails Centre and associated sustenance zone (feeding area).
- Identified Strategic Nature Areas.

Maps of these key sites can be found here

<https://www.plymouth.gov.uk/sites/default/files/WestDevonGreenInfrastructureFrameworkAppendix1.pdf>

What issues are the Borough likely to face?

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

The consequences of climate change extend beyond physical impacts on the environment, it also has health impacts on the population. Poor air quality, for instance, can lead to numerous cardiovascular diseases and increasing temperatures can lead to heat related mortality, and rising energy prices can result in increased fuel poverty. These health impacts can also become mentally harmful, those directly affected by flooding can have their lives upended, and needing months sometimes years to recover.⁷ 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'.⁸

The loss of habitats and wildlife reduces the opportunity to commune with nature; the benefits of this to the health and well-being of society is well documented. The WWF Living Planet report of 2020⁹, 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 are impacting wildlife species as this disruption affects feeding and breeding and their ability to thrive and survive. Bee and other pollinator numbers are already in serious decline and combined with fewer insect predators and pollinators to assist farmers food production is likely to worsen. Similarly, their decline is affecting species higher up the food chain which depends on them for food.

⁷ <https://www.gov.uk/government/news/prepare-for-flooding-to-reduce-impacts-on-mental-health>

⁸ [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)

⁹ <https://www.worldwildlife.org/publications/living-planet-report-2020>

More widely, West Devon is likely to face issues from impacts in other countries which may impact on global supply chains, resulting in more pandemics and increase migration pressures

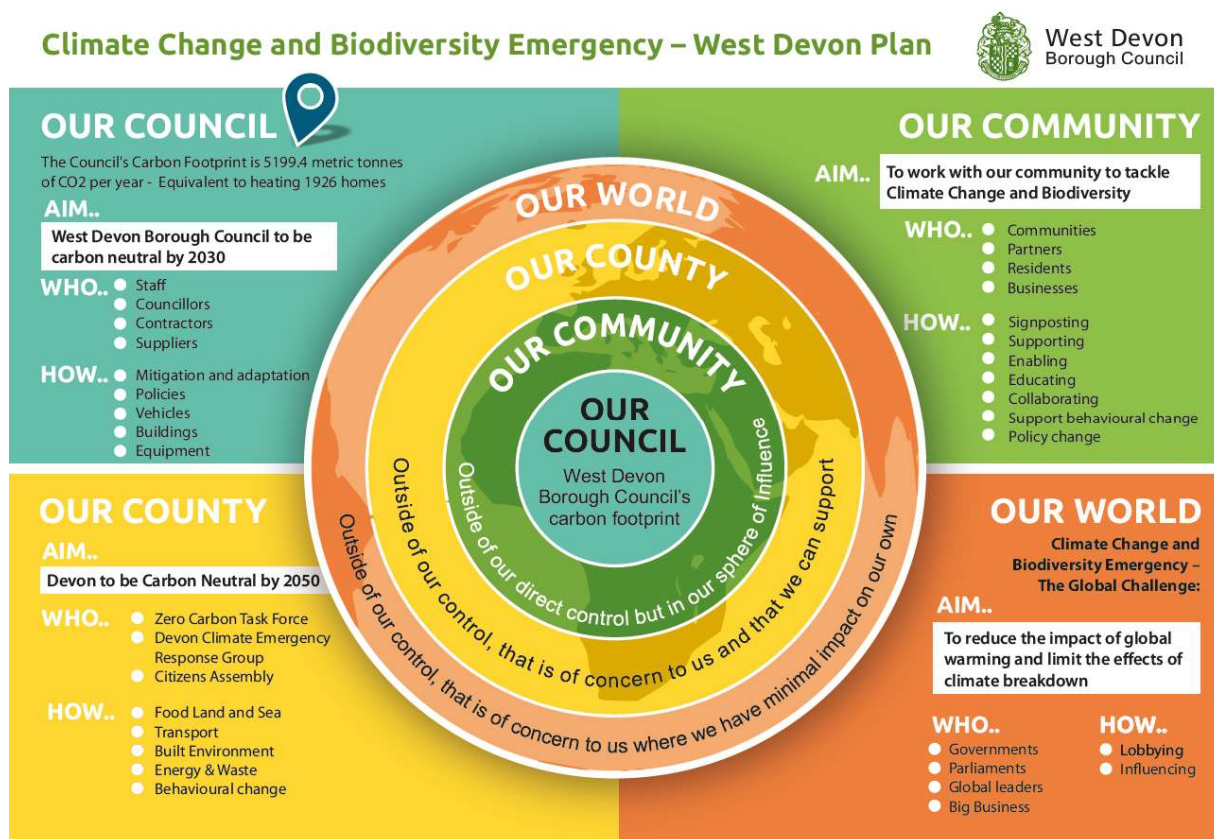
3. Our Influence

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 enable a collective approach by galvanizing our residents and to encourage and support flourishing eco businesses, third sector bodies, and community groups.

The Committee on Climate Change (CCC) recommends that local authority plans should include a high level of ambition for emissions reduction, in the case of West Devon, we aim to reduce carbon emissions to net-zero by 2050 at the latest. The CCC recommends that plans should then 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 CCC 2019 Progress Report to Parliament¹⁰ points to several priorities for the Government is 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**

¹⁰ CCC, 2019, 2019 Progress Report to Parliament

3. Put people at the heart of policy design

4. Support international increases in ambition and celebrate the UK ambition

These four strands can be supported by West Devon both in its operational and its externally facing work. The authority has an opportunity to show leadership and help foster collective action through a new climate aware implementation of policies, investment, and engagement. The decisions we make can have long lasting environmental impacts and also shape the way we live. There are some key strategies and programmes being developed or altered which align with this Climate Action Plan and will be critical to ensuring success, such as:

- Plymouth and South West Devon Joint Local Plan (including future Plan revisions)
- The Devon Carbon Plan
- Our emerging Recovery and Renewal Plan
- Housing Strategy

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

4. How West Devon Borough Council will be changing and what we will be doing directly?

West Devon Borough Council has committed to reducing operational carbon emissions to Net Zero by 2030, our operational emissions are broken down into Scope 1, 2 and 3 emissions;

Scope 1 - Direct emissions

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

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

Scope 2 - Energy indirect

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

Scope 3 - Other indirect

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

In summary we will be;

- Reducing the resources we use such as paper and water and improvements in the energy efficiency of our buildings, to improve comfort, lower bills and prepare for a switch to low-carbon heating.
- Supporting the public and the Council for a move away from natural gas heating.
- Promoting Heat Pumps to be seen as an established part of the solution.
- Looking to support an end to biodegradable waste streams going to landfill after 2025.
- Preparing for an increase in the market share of Electric Vehicles (EVs) during the 2020s with an expansion of EV charging.
- Looking to increase the tree canopy cover on our owned land and looking to redesign parks to become carbon neutral.
- Supporting improvements in diet and increased walking and cycling among our staff, increasing support for remote working.

- Ensuring that our suppliers have the lowest carbon impact possible.
- Promoting virtual meetings rather than travelling, where appropriate.
- Fully supporting remote working to reduce staff commuter mileage to continue working practices deployed during the COVID-19 lockdown.
- Supporting the introduction of carbon/environmental impact and climate risk assessments procedures to guide Council decision making to be included in 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 - West Devon
Reducing our Carbon Footprint and increasing Biodiversity
 The Council's total carbon footprint is estimated at 5199.4 metric tonnes of CO2 per year.

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
- Cars and transport**
 - Electric pool car
 - Reduced business miles
 - Skype meetings instead of travel
 - Saved a million miles in officer travel
- For our Biodiversity**
 - Tree planting on new developments
- In our Leased Assets**
 - Solar panels on our offices

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 wc's
- 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
- 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 Kilworthy Park
 - 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
- 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 tax licensing

Our Aim is to be Carbon Neutral by 2030

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

PART TWO

5. West Devon Borough Council Climate Change and Biodiversity Action Plan Framework

Soon after we declared a Climate Change and Biodiversity Emergency we began the process of understanding our own emissions as an Authority. What followed was the Council working in partnership with the University of Exeter to complete Green House Gas inventory to work out our current carbon emissions and then a collective effort from

all our services to pull together a list of actions that could ultimately form our Action Plan. This was presented to Council in December 2019.

Our work began with establishing subject areas that reflect the priorities of the residents and business within West Devon. These subject 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
- Air Quality
- 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
- Partnerships and Projects

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

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

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

- a. Aim to reduce the Borough of West Devon’s carbon emissions to net-zero by 2050 at the latest;
- b. Aim for a 10% Biodiversity Net Gain in the habitat value of West Devon Councils own green and wooded public open space by 2025.

Aim 2 – Creating a resilient West Devon

The COVID-19 pandemic has shown the ability of communities to come together to tackle a common issue 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 to adapt and mitigate the best we can as we experience

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

6. Implementation and Monitoring

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

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 Forum which will comprise a fair representation of people throughout West Devon and introduce a quarterly officer facilitated discussions which will be focused around one of the four objectives set out in this strategy to deliver ambitious co-operative working alongside our residents to collaborate on the delivery of the action plan.

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

Objective	Indicator	Baseline 2020	Date of most recent data
Borough Net 0 by 2050	West Devon Greenhouse Gas Emissions ¹²	648,403 tCO ₂ e	2017
	Percentage reduction in West Devon CO ₂ ¹³ since 2010	23.15%	2020
1. Energy	Amount of renewable energy generated ¹⁴	55,941 MWh	Sep-19
	Number properties with an Energy Performance Certificate of D – G ¹⁵	13,415	Jun-20
	£ of investment secured for retrofit	Data to be collected	
	Proportion of households in fuel poverty ¹⁶	12.3%	2018
2. Sustainability	Number of EV points installed by West Devon Borough Council	2	2020
	Percentage of Household waste recycled ¹⁷	51.60%	16 September 2020
	Proportion of residents who do any cycling, for any purpose, at least once per month ¹⁸	14%	10 November 2012
	Number of ultra-low emission vehicles registered in the Borough ¹⁹	153	Q2 2020
3. Land Use and Biodiversity	Carbon sequestered in improved habitat in Devon from 2020	Data to be collected as	

¹¹ Met Office, 2020 - State of the UK Climate 2019 <https://www.metoffice.gov.uk/research/climate/maps-and-data/about/state-of-climate>

¹² Mitchell, T (2017) Greenhouse Gas Report, University of Exeter Centre for Energy and Environment

¹³ BEIS (2020), UK local authority and regional carbon dioxide emissions national statistics: 2005 to 2017

¹⁴ BEIS (2019) Renewable electricity by local authority

¹⁵ MHCLG (2020) Energy Performance of Buildings Data England and Wales. Available at: <https://epc.opendatacommunities.org>

¹⁶ BEIS (2020), Sub-Regional Fuel Poverty, 2018 data. Available at: <https://www.gov.uk/government/statistics/sub-regional-fuel-poverty-data-2020>

¹⁷ Defra (2020), Local authority collected waste generation from April 2000 to March 2019 (England and regions) and local authority data April 2018 to March 2019. Table 1: Local Authority Collected and Household Waste Statistics 2014-15 to 2018-19, England

¹⁸ DfT (2012), How often people cycle, for any length or purpose (at local authority level) (CW011)

¹⁹ Calculated from DfT (2020), Data on all licensed and registered vehicles [online]. URL: <https://www.gov.uk/government/statistical-data-sets/all-vehicles-veh01>

		work on the actions progress	
	£ of investment secured and spent on nature intervention	Data to be collected as work on the actions progress	
4. Capability and Engagement	Number of people subscribed to the Climate Change and Biodiversity Newsletter	149	Oct-20
	Percentage of the community feeling informed and supported to reduce their own carbon emissions	Data to be collected with using a yearly survey to newsletter subscribers and through social media channels.	
	Number of Community Organisations tackling climate and biodiversity related issues	Data to be collected	

PART THREE – The Action Plan

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

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

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

Objective 1 - Energy

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

According to data from the Ministry of Housing, Communities & Local Government, in 2019 of all the new EPC certificates lodged in West Devon, only 35% were rated above C or above, and 38% 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 society 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 health.²⁰ 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, renewable energy in the West Devon produced 55,914 MWh in 2018²¹

²⁰ https://www.cse.org.uk/downloads/file/fuel_poverty_social_impact_bonds.pdf

²¹ BEIS, 2019. Renewable electricity by local authority

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). West Devon Borough Council has a commitment to reduce its own emissions to net-zero by 2030. We have an important role in seeking developments that are well designed and which support the delivery of renewable and low carbon energy, help people make more conscious energy choices, support the transition to renewable energy across the borough and improve the energy efficiency of existing developments.

What have we already done?

- Installed Solar Panels on some of our assets
- EV charging points installed at our Kilworthy Park offices
- Procured an Electric Vehicle for staff use
- Secured over £200,000 to help improve older homes' energy efficiency as part of a plan to save households money and to cut carbon emissions

What we propose to do

Id	Action	Activity	Expected to Start	Estimated Completion Date (subject to continuous review)
1.1	Investigate procuring truly renewable energy.	a. Council to discuss with community energy providers and aid and support them in developing their renewable sites. b. The Council to discuss with Western Power Distribution to determine the actions required to increase local network resilience to increase renewable energy capacity in West Devon.	2021	Ongoing
1.2	Explore forming a non-profit green energy company and understand the capacity of renewable energy generation in the area.	a. The Council to discuss with Western Power Distribution and other stakeholders to determine the actions required to increase local network resilience to increase renewable energy capacity in West Devon as a basis of forming a green energy company or advising on network resiliency or as a vehicle to supporting seed funding.	2021	2022
1.3	Review strategic scale solar, wind and hydro energy for both commercial and	a. Investigate the allocation of land for renewable energy production within the Joint Local Plan Area.	2021	2024

	community energy development.	This work will require a call for sites which could take place alongside the plan review due to begin in 2021.		
		b. Investigate the issues and capacity for Hydropower in West Devon. Discuss main issues with the Environment Agency and Dartmoor National Park Authority	2021	Mid 2022
1.4	Identify options for how smart renewable heat, power generation and storage could be considered when the Plymouth and South West Devon Joint Local Plan are reviewed.	a. Appraise the potential for low carbon heat networks, heat pumps, and hybrid boilers, including identifying current potential funding models and barriers to uptake.	2021	Mid 2022
		b. West Devon to monitor funding opportunities to commission and collaborate on future appraisals.	Ongoing	Ongoing
1.5	Aim for a higher result in the energy performance certificates.	a. Continue to apply the new guidance on Policy DEV32 contained within the 2020 Joint Local Plan Supplementary Planning Document.	Ongoing	2024
		b. Review policy DEV32 at Plan Review Stage	Subject to Joint Local Plan Review Timescales	2024
		c. Set up a monitoring scheme for new development (measuring yearly EPC data provided by BIES)	2021	Report update at the end of 2021
1.6	Promote and administer grants for home insulation, efficient heating systems and sustainable energy sources for owner occupied and tenanted properties.	a. Raise awareness for grant schemes and the Solar Together scheme as part of a Climate Change communication strategy involving newsletters, web and social media.	Ongoing as part of communications activity	Review communications activity each year
		b. Continue to administer funding as and when it arises	Ongoing	Ongoing – review yearly

Objective 2 - Sustainability

In 1987, the United Nations Brundtland Commission defined sustainability as **“meeting the needs of the present without compromising the ability of future generations to meet their own needs.”** Today, there are almost 140 developing countries in the world seeking ways of meeting their development needs, but with the increasing threat of climate change, concrete efforts must be made to ensure development today does not negatively affect future generations.²²

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

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

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

What have we already done?

1. 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, provides clarity and re-enforcement as to how our low carbon policies are to be applied and what they are seeking to achieve
3. Adopted a Sustainable Procurement Policy

What we propose to do

Id	Action	Activity	Expected Start	Estimated Completion Date (subject to continuous review)
2.1	Investigate the Introduction of differential changes to parking permits and in car parks e.g. Higher carbon emission vehicles pay more.	a. Investigate the method and systems needed to introduce (with a view to trialling) the system in selected car parks and/or streets.	Investigate through 2021	Report outcomes and update at the end of 2021
2.2	Ensure new housing developments are much more walking and cycling friendly.	a. Major development sites to consider the inclusion off-road cycle routes to link between other cycle routes where connections exist https://www.traveldevon.info/cycle/cycle-routes/cycle-maps/	Ongoing	Collate outcomes by monitoring permissions yearly
2.3	Better bus provision and strategic park and ride facilities to reduce traffic in towns.	a. Investigate the potential for park and ride facilities in the main towns.	Subject to Recovery and Renewal Plan, revisit timescales at adoption	To be completed pending the completion of the Recovery

²² <https://academicimpact.un.org/content/sustainability>

				and Renewal Plan
2.4	Increase uptake of cycling in West Devon <i>((Draft R&R Plan ref 2.12)</i> & Take a lead in encouraging people to maintain the positives from lockdown – less travel, more exercise etc. <i>(Draft R&R Plan ref 2.10)</i>	a. Investigate electric bike hire in towns & and key tourist areas in summer to start to change culture. b. Increase cycle parking at key locations in towns and villages. c. Development of a bespoke business support offer 'Go Green' grants to reduce carbon footprints. <i>(Draft R&R Plan ref 2.10a)</i>	2021 On-going - reliant on external funding Subject to Recovery and Renewal Plan, revisit timescales at adoption	Report first update at the end on 2021 Report updates yearly To be completed pending the completion of the Recovery and Renewal Plan
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 each year Subject to Joint Local Plan Review Timescales	On-going 2024
2.7	Monitor and review policies to reduce the carbon footprint of new developments (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 Policy DEV32 Checklists from Planning submissions etc.) each year Subject to Joint Local Plan Review Timescales Subject to Joint Local Plan Review Timescales	Review position at Plan Review stage. 2024 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 Borough Energy Networks and invest in	a. Review internal processes to create a flow of investment from developer contributions and government grants	Subject to Joint Local Plan Review Timescales	2024

	housing energy saving measures.	related to carbon reduction. For example, invest directly into energy saving measures to help improve the efficiency of the existing housing stock		
		b. Commission an appraisal of the Borough's capacity for local District Energy networks.	2021	Provide update at the end of 2021
2.10	As part of the JLP review, consider an Article 4 Direction that removes permitted development rights on class Q barn conversions.	a. Review the Annual Monitoring Report evidence whether or not there is too much housing delivery in tier 4 settlements (those areas not included in JLP policy TTV1.1-3) If the evidence continues to show more housing delivery in Tier 4 settlements then an Article 4 direction can be proposed and submitted.	Monitor yearly AMR and report update in 2022	2021-2024
2.11	Allocate sites for renewable energy, in particular strategic scale solar and wind for both commercial and community energy development.	a. Conduct a call for sites during the Joint Local Plan review process. b. Commission an appraisal of the Borough's capacity for more large scale renewable energy.	Subject to Joint Local Plan Review Timescales Work with Plymouth City Council on a brief to set the scope of the work and commission the work	2024 Provide update at the end of 2021
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. b. Continue to engage in national changes to the Planning system	Completed Ongoing	Completed Ongoing
2.13	Maximise local and closed-loop recycling to minimise transport impacts and valorise waste materials.	a. Continue to monitor the recycling uptake	Ongoing	Ongoing, report yearly
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 subject to plan review timescales.	2024
2.19	Explore installing electric car charging points in the Borough.	a. West Devon Borough 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	There is a further potential to consider additional car parks in phase two which could be:	Review after Phase 1 and 2 or by 2022 whatever is sooner

	charging points (EVCP) in the Council owned car parks.		<ul style="list-style-type: none"> • Chagford car park, Chagford • Hatherleigh car park, Hatherleigh • Market Street car park, Okehampton 		
	It has committed to delivering electric charging points in the following car parks in phase one subject to the necessary surveys being carried out:				
	<ul style="list-style-type: none"> • Tavistock – Bedford car park • Okehampton – Mill Road car park 		Continue to monitor project through 2021 and investigate the scope to extend into other areas after phase 1 and 2		
2.20	Make use of funding opportunities to provide employment and community assets across the Borough, particularly where the market is unlikely to provide this, to minimise the need to travel for access to services.	a.	Access UK Shared Prosperity Fund if and when it's established and reinforce COVID recovery support grants and initiatives.	Review Action once the UK Shared Prosperity Fund is established and review what funding is available and how it's allocated.	TBC
2.22	Investigate the creation of a new EP policy to ensure the correct use of litter bins potentially reducing collection need.				
2.23	The Council will support the principles proposed through the English Waste Strategy regarding the Extended Producer Responsibility. The principles support a circular economy approach which will be funded by producers and will lead to better packaging design, improved recycling and better consumer awareness of what can be recycled.	a.	Raise awareness as part of a Climate Change communication strategy involving newsletters, web and social media.	Climate Change Communication Strategy developed and frequent newsletters, web and social media activity underway	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 species.²³ A functioning ecosystem is critical to supporting humanity's needs which rely on a relatively stable climate. Flows of freshwater, agricultural pest and disease-vector control and pollination for crops are interrelated facets of a functioning eco-system.²⁴ The continued decline of mammal, reptile, avian, vertebrate and amphibian species loss over time will lead to a continued defaunation. This will be a primary driver in global ecological change.²⁵

Appropriate land use and protecting biodiversity also has significant social, health and wellbeing value. We recognise the value in being able to see, smell and touch a rich tapestry of natural spaces both on private and publically owned land. For example, this is evident through reduced intervention from a land management perspective and reduced usage of herbicides and pesticides. Increased access to nature and thriving natural spaces within our towns and villages can help foster empathy for the environment which can lead to people making more environmentally conscious choices.²⁶

The Council can lead by example through the 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, wildflowers have little chance to bloom which then impacts on insect population, which then has a knock-on effect on flora and fauna. Here is what we will aim to do;

What have we already done?

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

What we propose to do

Id	Action	Activity	Expected Start	Estimated Completion Date (subject to continuous review)
3.1	Securing tree planting through development proposals and Biodiversity Net Gain from new development including pushing the new Defra Biodiversity Metric 2.0 at pre-app and for new applications.	a. Clear numbers now in a newly adopted Supplementary Planning Document for tree replacement. For new planting, this is tied to a 10% biodiversity net gain requirement as required by the	Continue to apply policy and Supplementary Planning Document requirements subject to Joint Local Plan Review timescales.	2021-2024

²³ <https://p.widencdn.net/bedxcl/WED-2020-Working-Brief>

²⁴ 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

²⁵ R. Dirzo et al (2014), Defaunation in the Anthropocene. Science 345, 401–406

²⁶ 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>

	Supplementary Planning Document using the DEFRA biodiversity metric.			
		b. Review process and method for spending 10% net gain developer contributions.	To review once the outcome of the Nature Recovery Network Project is finished.	2024
		c. Review metrics and policy requirements at Plan Review Stage.	Subject to Joint Local Plan Review Timescales	2024
3.2	Support more approaches by communities for tree planting on our land where there aren't any trees and is consistent with land use and not likely to lead to conflict with neighbours or conflict with the outcomes from the Devon Nature Recovery Network Mapping project (DNRN) (i.e. right trees in the right place)	a. Investigate the creation of a formal system whereby someone with an ability to pay for the upfront cost of planting and a contractual arrangement for West Devon to manage as part it's a new grounds maintenance scheme.	TBC - Develop project once the DNRN project is finalised (expected 2021)	Ongoing
3.3	Develop and adopt a more biodiversity/environmentally conscious Grounds Maintenance procedure.	<p>a. A new Grounds Maintenance procedure with a review of 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 	2021.	End of 2021

		- Assess potential to increase wildlife value balanced against amenity requirements (e.g. for short grass for dog walking/recreation, etc.)		
3.4	Pushing tree planting agenda within Neighbourhood Plans (allocating spaces for woodland creation and sustainable management) Supporting mapping of local ecological networks/corridors within Neighbourhood Plans.	a. Climate Change and Biodiversity Strategy to be sent to Neighbourhood Plan groups to deliver on actions and provide advice on how to apply findings from the Devon Nature Recovery Network process.	Ongoing	Ongoing
3.5	Ring-fencing and promoting a % of Members grant schemes (SCLF/Localities Fund) towards tree planting schemes for community groups, Town and Parish Councils, or money towards a 'Tree Planting grant scheme' (we did this in 2010 for the International Year of Biodiversity)	a. Investigate options with a view to developing a formal process and framework	2021	Report update at the end of 2021
3.6	Aim to develop and adopt a Natural Environment Design Guide to support Development Management proposals – establishing the importance of street trees in urban/built environment proposals, trees in new hedge lines, and tree/woodland planting as part of on-site 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.	TBC.	2024
3.7	Establish natural coastal and flood management approaches to increase carbon sequestration, reduce erosion, and deliver improved catchment management.	a. Investigate how the Council can influence this and establish what direct actions the Council can take and what actions the Council can contribute to, for example through partnerships	Scope a project brief in 2021 setting out the context, current understanding to inform potential actions.	Report update at the end of 2021
3.8	Investigate the 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	a. Review in 2021 once a fund of Biodiversity Net Gain Payments has built.	TBC	TBC

	<p>this offsite habitat creation (which the LA could either buy and manage or work in partnership with another, e.g. DWT, RSPB).</p>			
3.9	<p>New development led by West Devon Borough Council to aim to be exemplar (e.g. Building with Nature, bird and bat boxes, good design with GI, etc.).</p>		Ongoing	2020-2050
3.11	<p>Contribute to the creation of a Devon Nature Network and assist with the recovery of Devon's biosphere.</p>	<p>a. Enable landowners to express an interest in hosting biodiversity net gain initiatives related to development</p> <p>b. Potentially allocate land for Carbon Sequestration as part of Joint Local Plan Review</p> <p>c. 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</p> <p>d. Support community land ownership and management by engaging with communities to designate land/farms as community assets under the Community Right to Bid scheme.</p>	<p>Develop project once the DNRN project is finalised (expected 2021)</p> <p>Subject to Joint Local Plan Review Timescales</p> <p>In 2021, provide a point of contact for assistance (Neighbourhood Plan Team & Climate Change Specialist)</p>	<p>Ongoing</p> <p>2024</p> <p>Ongoing</p> <p>Ongoing</p>
3.12	<p>WDBC engages with members of the public and farmers to look at alternatives to using herbicides and pesticides (in particular glyphosate).</p>	<p>a. To form part our communications and outreach work in the first instance</p>	2021	Ongoing

Objective 4 - Capability and Engagement

If we are going to meet our aim 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 to make lasting change.

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

A recent study by the Centre for Research into Energy Demand Solutions (CREDS) demonstrated that household activities account for around two-thirds of global greenhouse gases. The Centre also identified some key areas where households can contribute most to reducing their carbon footprint.²⁷

There's no mistaking that achieving net-zero emissions requires people to do things differently. Residents need to be engaged in the challenge and policy and actions should be designed to reflect this to bring people on the journey through encouragement and collaboration. With a population of 55,528²⁸ and an area containing 3155 businesses²⁹, 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 Borough and have positive engagement.

Research produced by the Behavioural Insights Team and Center for Behavior & the Environment³⁰ highlighted an important facet to environmental engagement. Guilt-based messaging, which is often common in environmental campaigns, causes defensiveness and disengagement. Positive emotions, building rapport and having shared values can be more effective at eliciting engagement. Therefore, the approach we will take will be to continually promote sustainable norms in the work we do, to effectively reach as many people to create a 'new normal', to motivate and ease the change.

What have we already done?

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

What we propose to do

Id	Action	Activity	Expected start	Estimated Completion Date (subject to continuous review)
4.1	Raise awareness of Climate Change and Biodiversity issues as part of a communication strategy involving newsletters, web updates and social media activity.	<ul style="list-style-type: none"> a. A new engagement scheme to inform and advise our residents on the following issues; - Encourage individuals to plant wildflowers and maintain environments which encourage pollinators, such 	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>

²⁷ 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/>

²⁸ ONS, population Estimates for UK, England and Wales, Scotland and Northern Ireland: mid-2018-April-2019-geography

²⁹ ONS, 2020. UK business: activity, size and location

³⁰ [Rare and The Behavioural Insights Team. \(2019\). Behavior Change For Nature: A Behavioral](#)

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 are going around the Borough.
- Promote roof and window gardening for

		those without traditional garden spaces (Draft R&R Plan ref 2.9).		
		- Involve residents about what we are doing with climate change.		
4.2	Volunteer/support collective action via community groups and provide time and resourcing to Town and Parish Councils.	<ul style="list-style-type: none"> a. Have a presence at community events. b. Develop a 'Community Forum' of stakeholders in the area to discuss actions and collaborate. c. Work with Town and Parish Councils over changes to their practices and activity they can do to contribute to local, borough and county action plans. 	Creation of a Community Forum.	By February 2021

Glossary

Anthropogenic - environmental pollution and pollutants originating in human activity

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Appendix A – Key Council Resolutions

Climate Emergency Declaration

West Devon Borough Council recognises that we have a ‘Climate Change and Biodiversity Emergency’ and that urgent steps need to be taken to address all matters within the Borough which may affect climate change and habitat loss.

That this Council recognises that the crisis is both global and local and that Local Government has a role to play in promoting environmentally friendly policies. To this end, it is recommended that a Working Group be established with cross-group membership to be decided by the Leader of this Council, in discussion with other political groupings. To report back within three months with initial recommendations.”

Full Council Update – 19th December 2019

That Council:

- 1. Adopt the Climate Change and Biodiversity Action Plan (as attached at Appendix 1);*
- 2. Note the content of the Councils first Greenhouse Gas Inventory (as outlined at Section 5);*
- 3. Aim to reduce the Councils organisational carbon emissions (Scope 1, 2 and 3 emissions) to net-zero by 2030;*
- 4. Commit to working with partners through the Devon Climate Emergency Response Group to aim to reduce the Borough of West Devon’s carbon emissions to net-zero by 2050 at the latest;*
- 5. Aim for a 10% Biodiversity Net Gain in the habitat value of its green and wooded public open space by 2025.*
- 6. Request that the Climate Change and Biodiversity Working Group develop a Climate Change and Biodiversity Strategy to be brought back to full Council for approval on 22 September 2020;*
- 7. Request that an update on progress against the adopted aims be brought back to Council on an annual basis; and*
- 8. Actively lobby both Central Government and local MPs to improve the standards of infrastructure and new development and to introduce incentives to make our homes as energy efficient and clean as possible.*

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Report to: **Council**

Date: **8 December 2020**

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

Portfolio Area: **Caroline Mott
Lead Member for Environment**

Wards Affected: **All**

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

Date next steps can be taken: Immediately

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

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

RECOMMENDATIONS:

That the Council APPROVE:

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

1. Executive summary

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

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

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

2. Background

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

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

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

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

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

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

3. Outcomes/outputs

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

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

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

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

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

3.4.1 Carbon

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

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

3.4.2 Waste Reduction and Reuse

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

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

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

3.4.3 Recycling

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

3.4.4 Miscellaneous

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

4. Options available and consideration of risk

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

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

5. Proposed Way Forward

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

6. Implications

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

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

Supporting Information

Appendices:

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

Background Papers:

None

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Resource and Waste Management Strategy for Devon and Torbay

2020 - 2030

Draft for consultation



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

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

Preface

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

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

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

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

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

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

Summary of targets and policies

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

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

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

Resource and Waste Management Strategy for Devon and Torbay

1.0 Introduction

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

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

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

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

2.0 Objectives

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

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



3.0 The Case for Action

3.1 Global

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

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

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

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

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

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

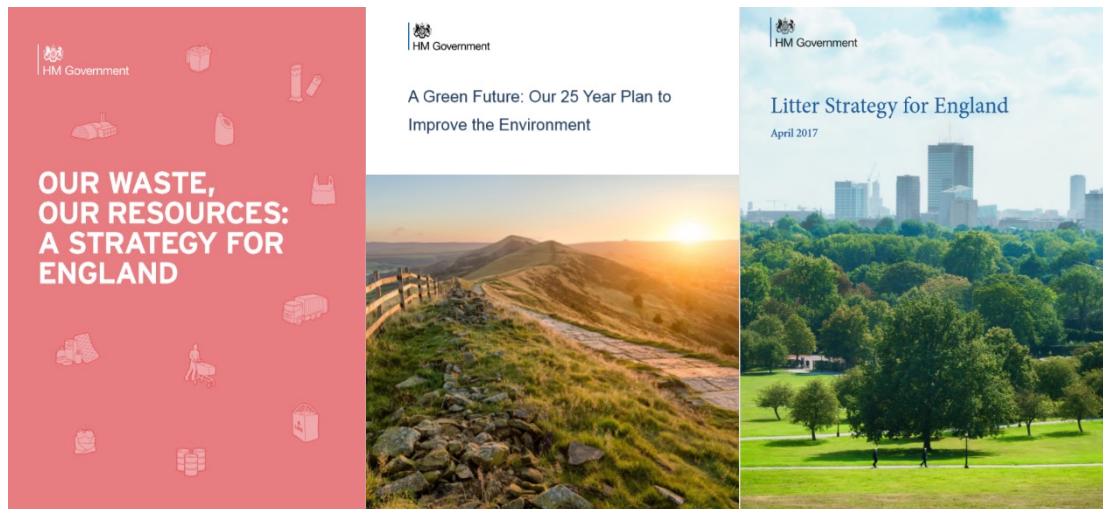
12.B Develop and implement tools to monitor sustainable development impacts for sustainable tourism that creates jobs and promotes local culture and products



3.2 National

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

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



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

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

The key high level UK targets emanating from these include:

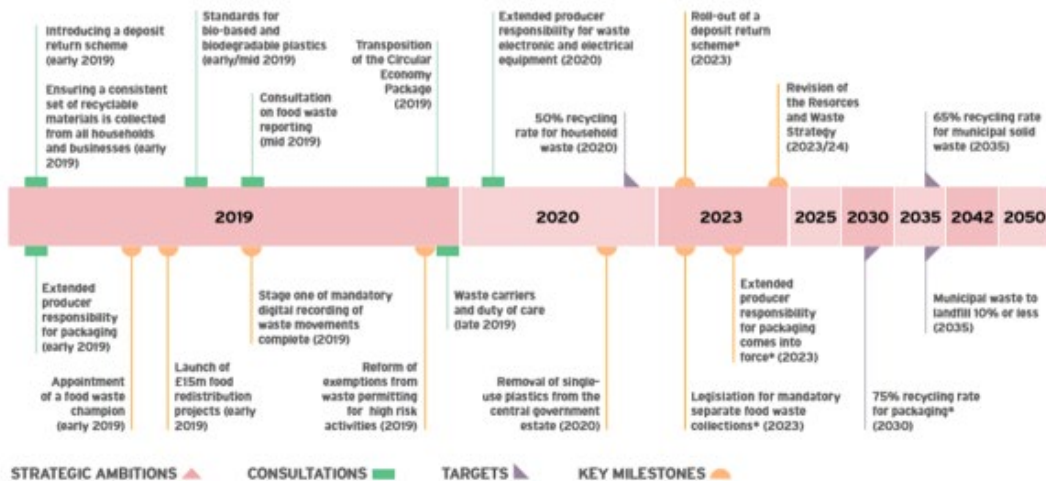
- Eliminate avoidable waste of all kinds by 2050
- 65% recycling rate by 2035
- No food waste to landfill from 2030
- To work towards all plastic packaging to be recyclable, reusable or compostable by 2025
- Eliminate avoidable plastic waste over the lifetime of the 25 year plan
- Double resource productivity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

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

Our Waste, Our Resources: A Strategy for England

Key Milestones

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



Devon Authorities Strategic Waste Committee

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

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

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

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

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

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

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

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

3.3 Devon and Torbay

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

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

Climate Emergency declarations

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

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

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

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

4.0 Key achievements since 2013

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

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

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



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

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

Devon Authorities Strategic Waste Committee

Figure 1: Aligned Option position 2013

Progress toward the 'Aligned Option' Version: September 2019



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

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

Devon Authorities Strategic Waste Committee

Figure 2: Aligned Option position 2020

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

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

The graphs below describe these achievements.

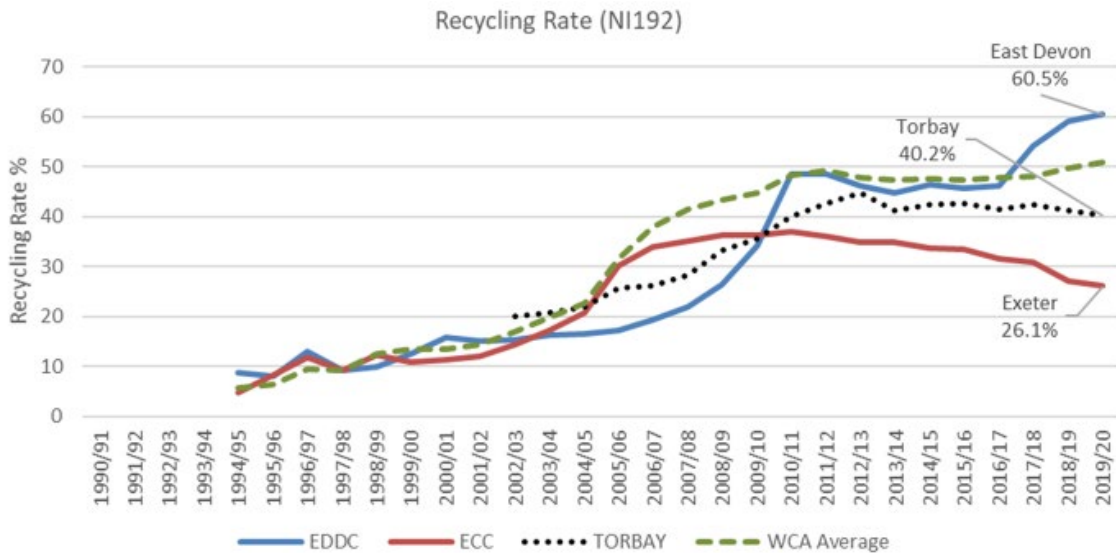


Figure 3: Highest, lowest and average WCA (district) recycling rates for Devon and Torbay 2019/20

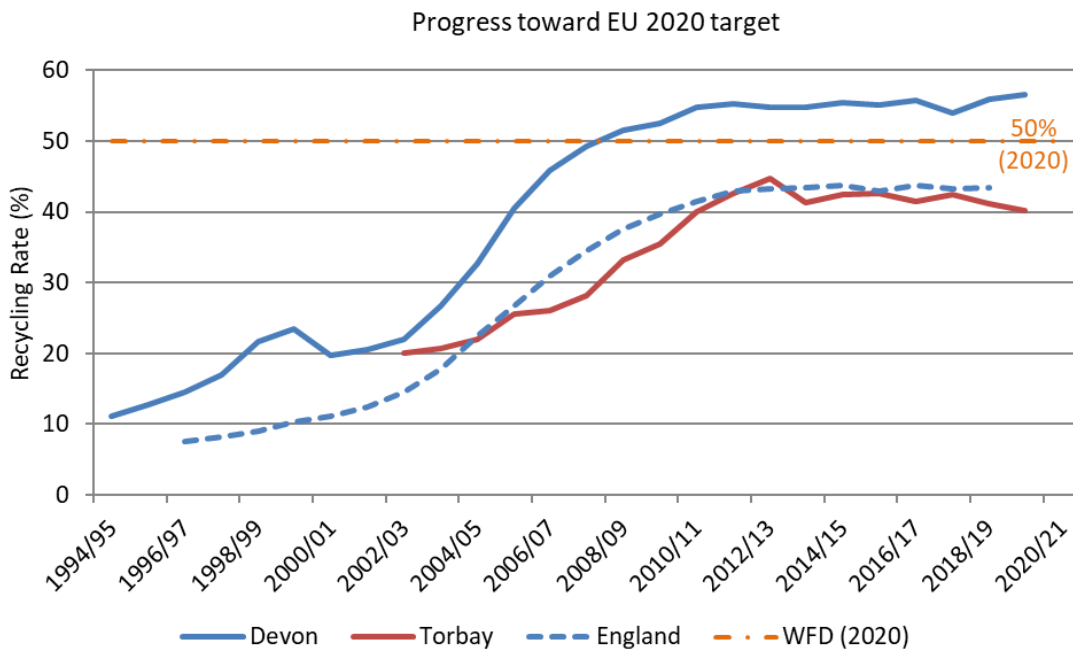


Figure 4: Progress towards EU 2020 recycling target

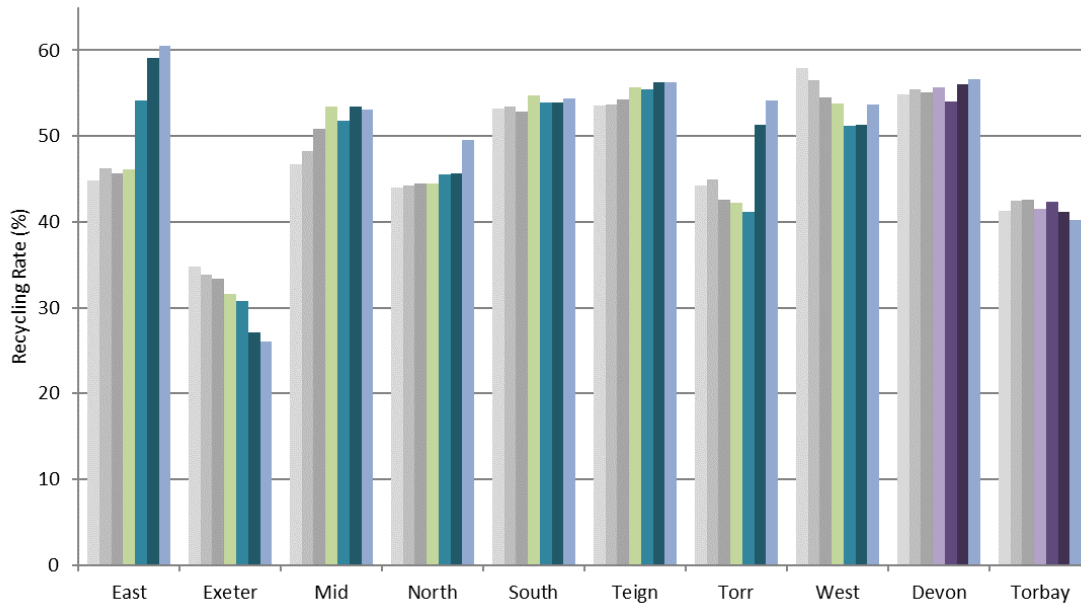


Figure 5: Authority recycling rates from 2013/14 – 2019/20

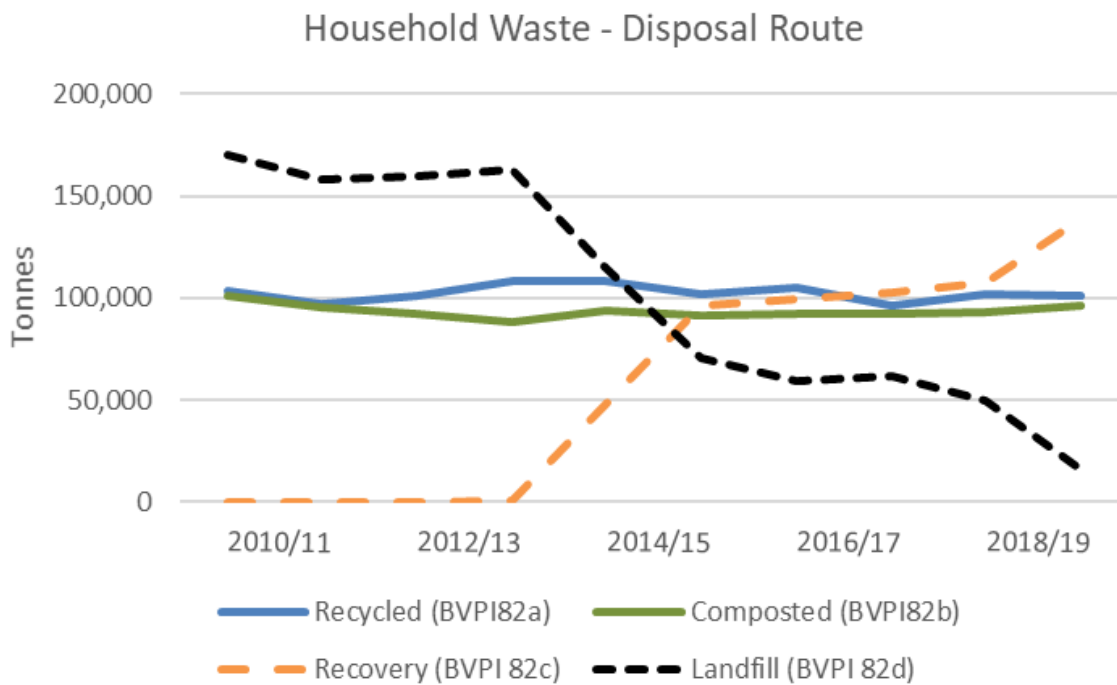


Figure 6a: Changing waste treatment methods in Devon since 2010/11

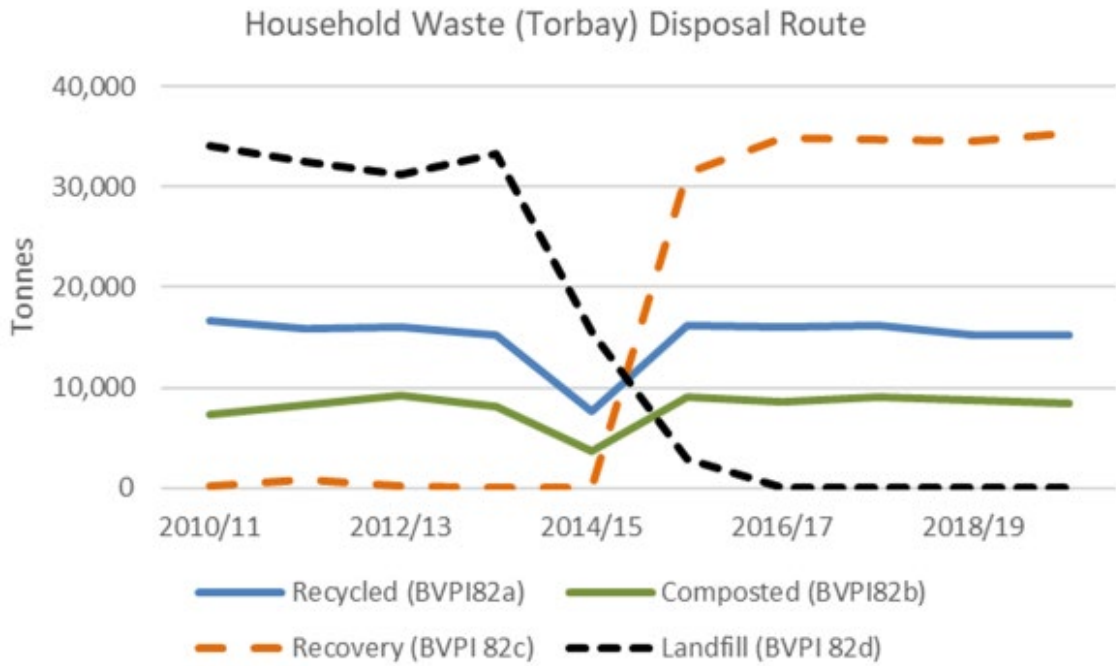


Figure 6b: Changing waste treatment methods in Torbay since 2010/11

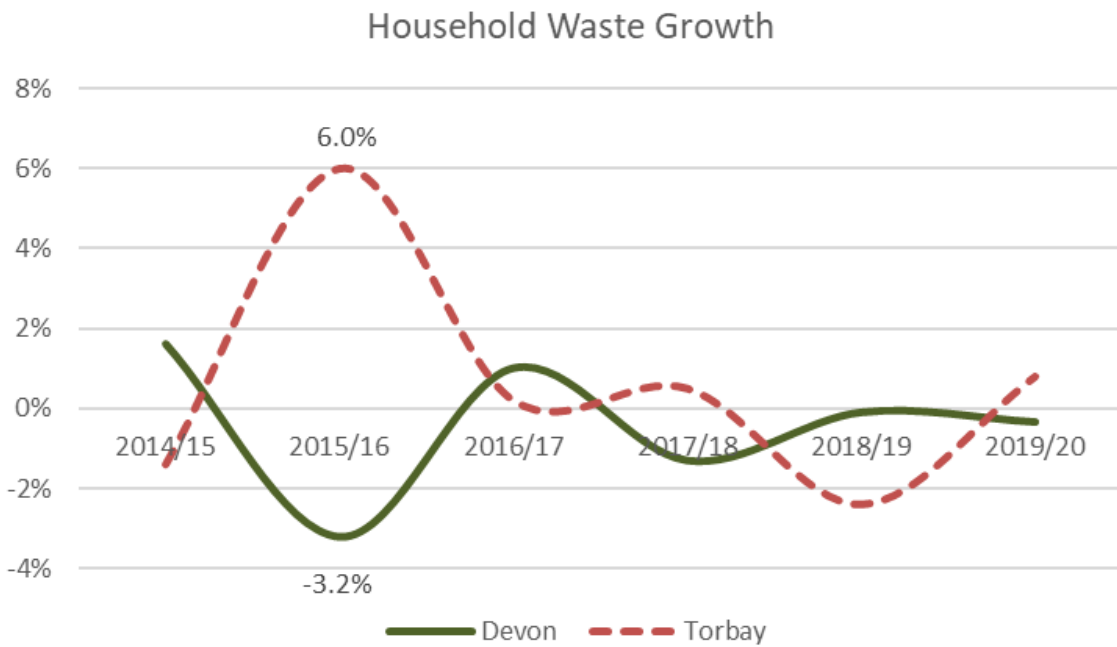


Figure 7: Waste Growth to 2019/20 (Devon and Torbay)

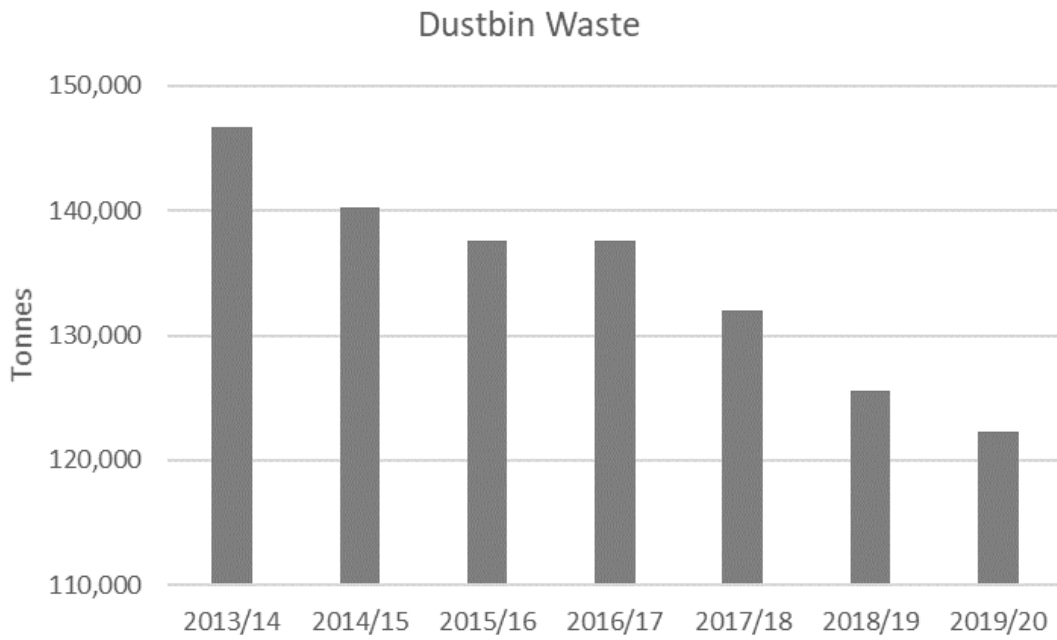


Figure 8a: Devon districts' dustbin waste to 2019/20

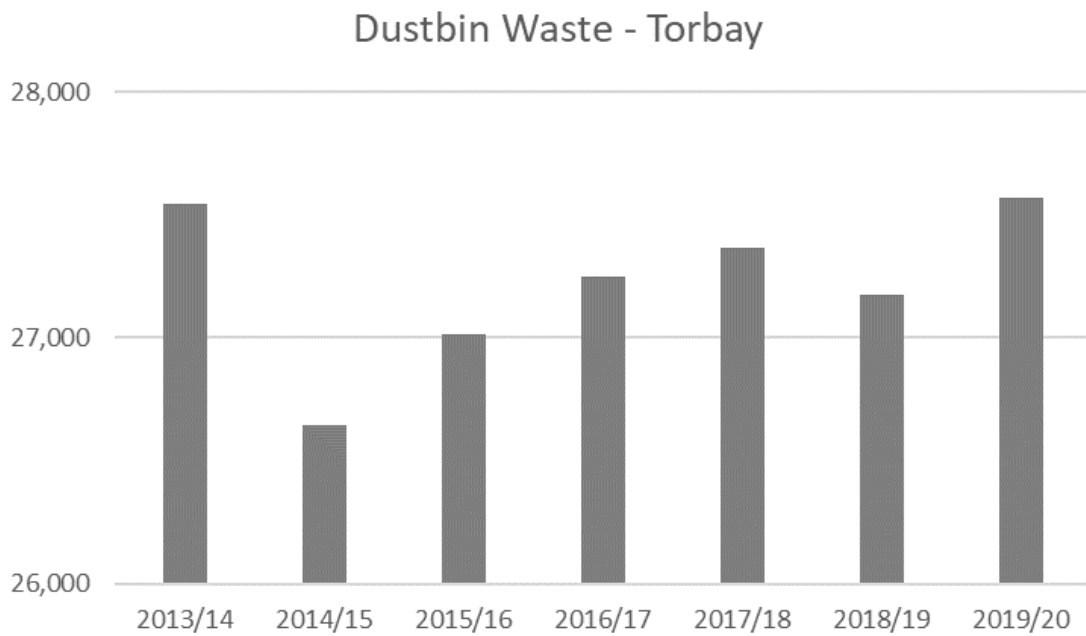


Figure 8b: Torbay dustbin waste to 2019/20

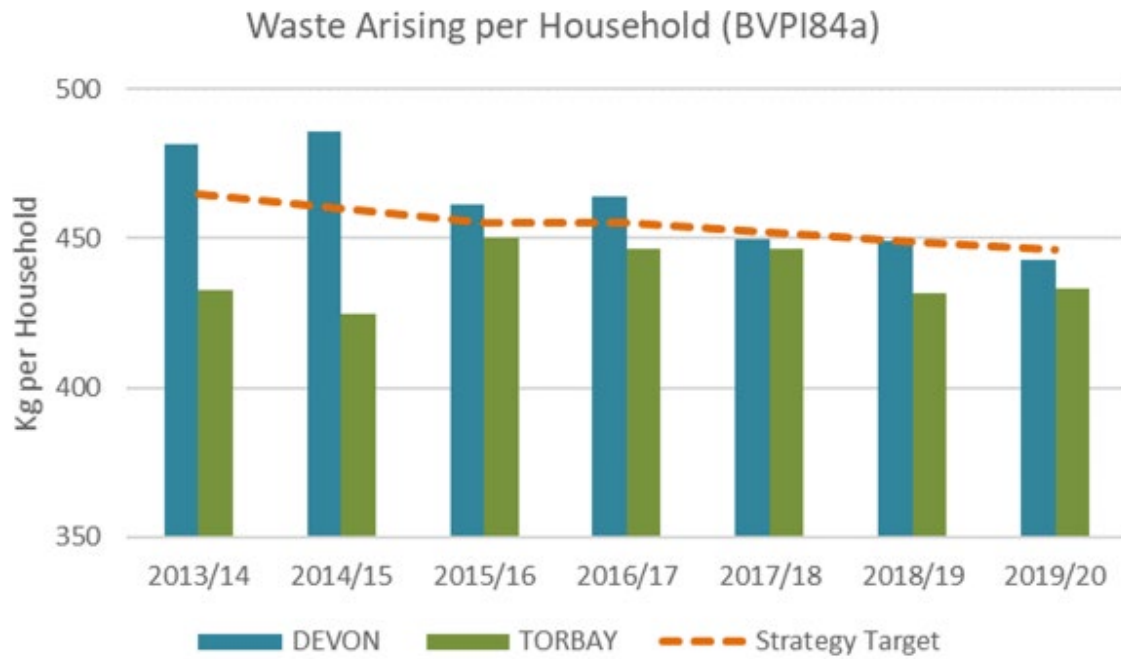


Figure 9: Waste arising per household to 2019/20, Devon and Torbay

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

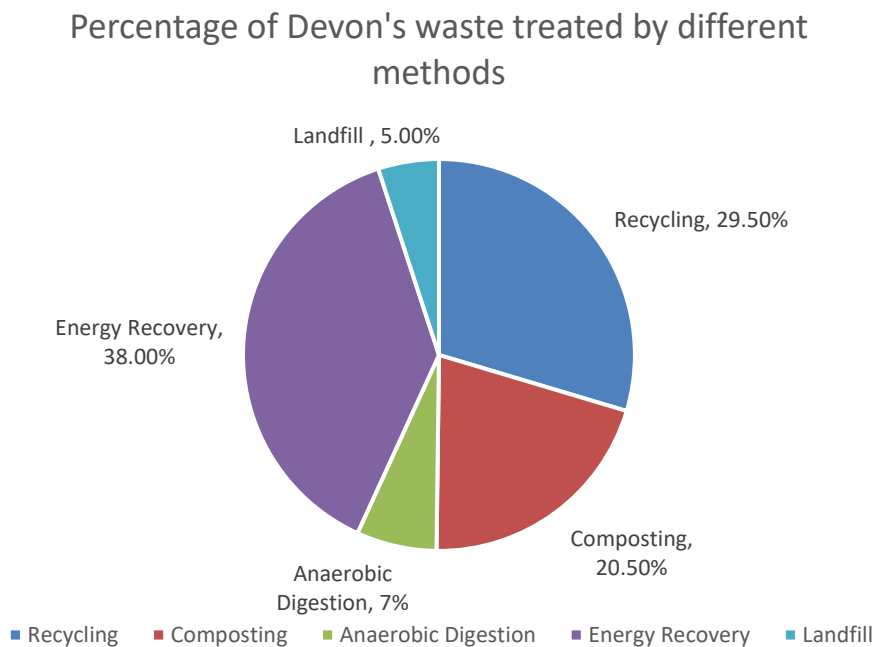


Figure 10a: The percentage of Devon's waste treated by different methods

Percentage of waste treated by different methods (Torbay)

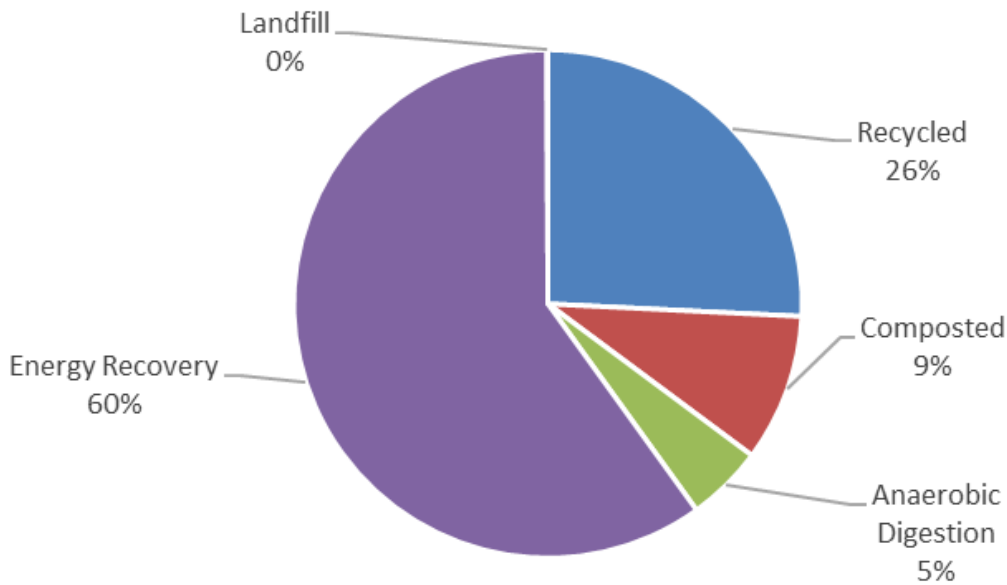


Figure 10b: The percentage of Torbay’s waste treated by different methods

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

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

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

5.1 Climate Change and carbon impact

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

In relation to carbon impact reduction the Authorities will therefore:

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

5.2 Circular economy

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

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

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

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

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

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

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

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

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

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

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

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



Figure 11: The Circular Economy

5.3 Waste hierarchy

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



Figure 12 – The Waste Hierarchy

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

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

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

5.4 Resource efficiency

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

5.5 Natural Capital

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

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

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

6.0 Waste Analysis

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

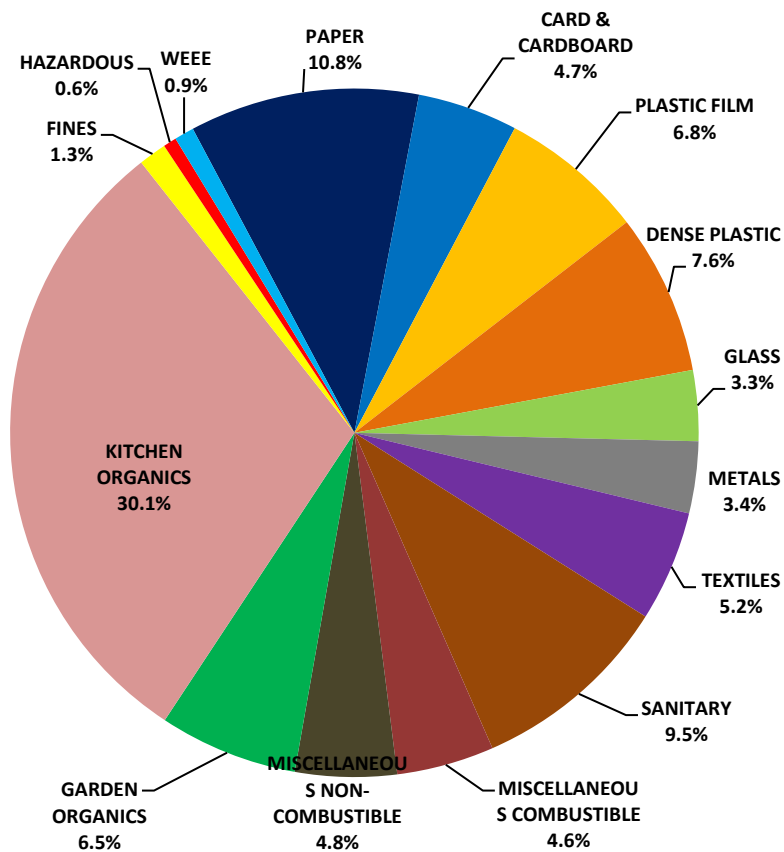


Figure 13: Average content of residual bins October 2017 (Devon)

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

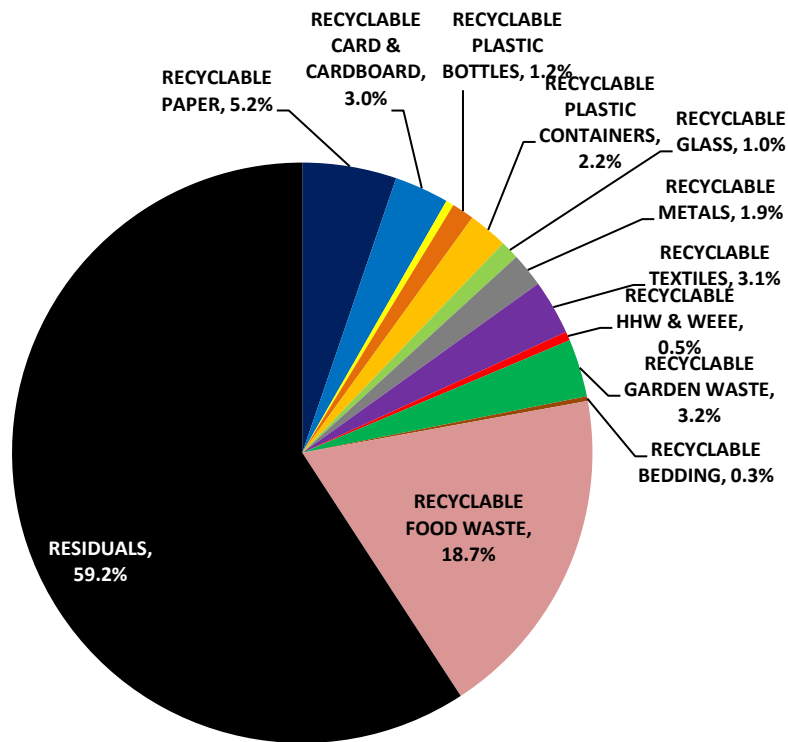


Figure 14: Percentage of residual bin contents that are potentially recyclable with current collection services (Devon)

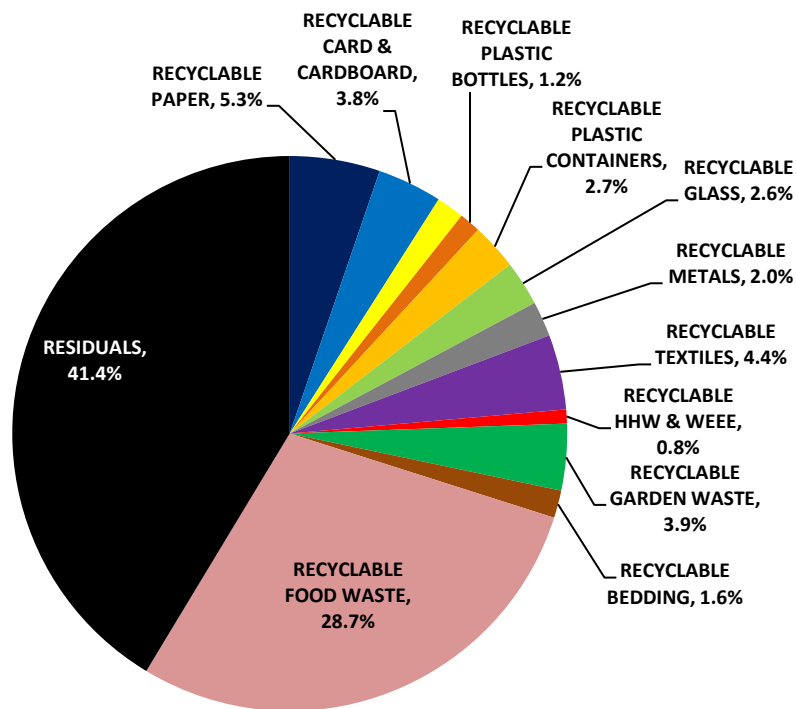


Figure 15: Percentage of residual bin contents that are potentially recyclable if all districts adopted a full range of recycling (Devon)

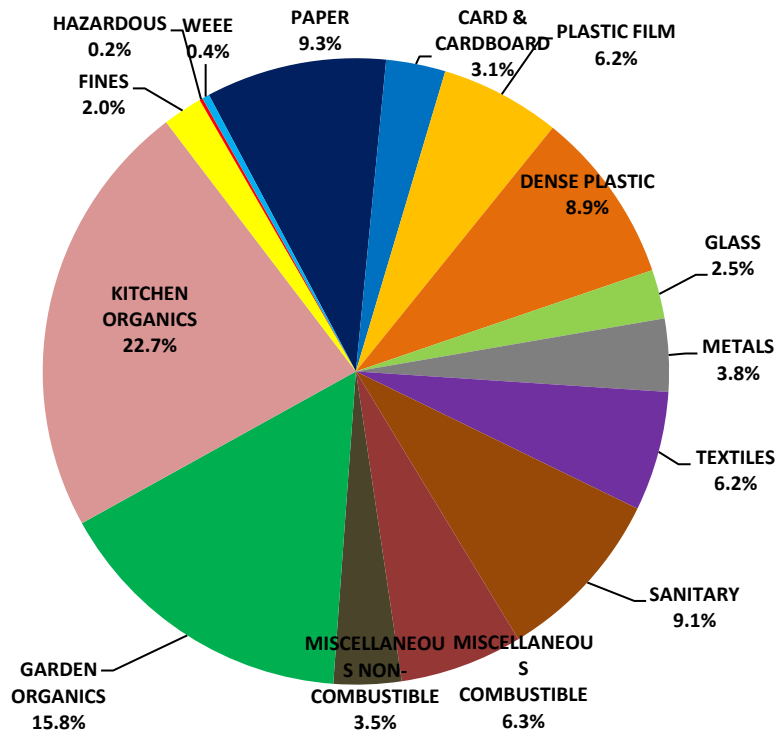


Figure 16: Average content of residual bins October 2017 (Torbay)

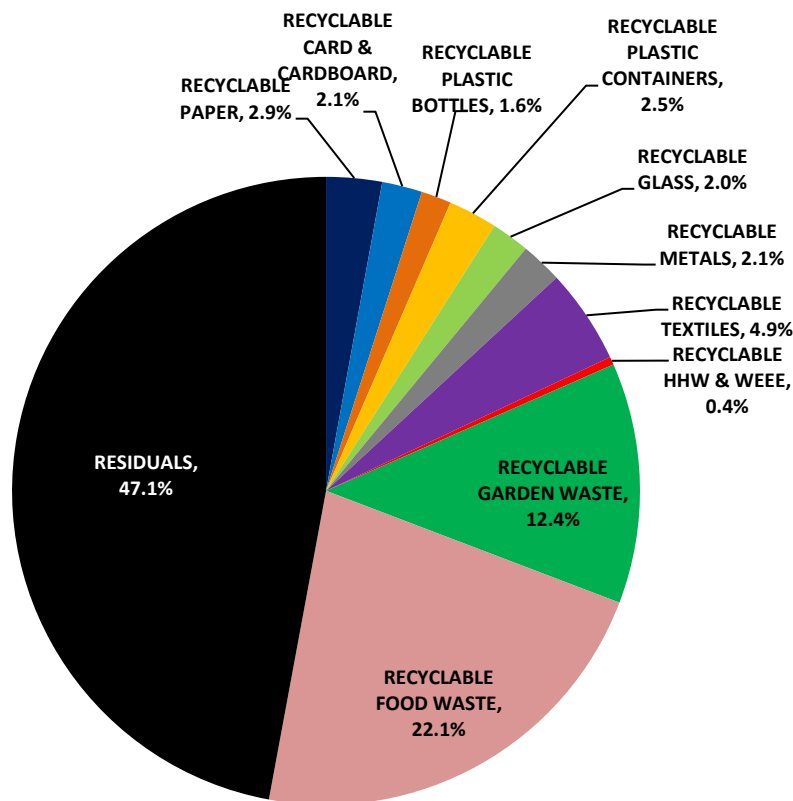


Figure 17: Percentage of residual bin contents that are potentially recyclable with current collection services (Torbay)

The above charts show:

For Devon:

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

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

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

For Torbay:

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

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

7.0 Waste prevention

7.1 General

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

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

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

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

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

7.1.1 Don't let Devon go to waste

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



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

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

Recycle Devon achievements 2019 – 2020

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

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

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

2030 Vision for Waste Communications

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

This will be achieved by the following:

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

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



7.1.2 Waste and Recycling Advisors contract

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

The project objectives are to:

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

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

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

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

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

7.1.3 Devon and Torbay Schools waste education

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

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

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

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

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

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

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



Looking forward

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

The local authorities will:

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

7.1.4 Community Engagement

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

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

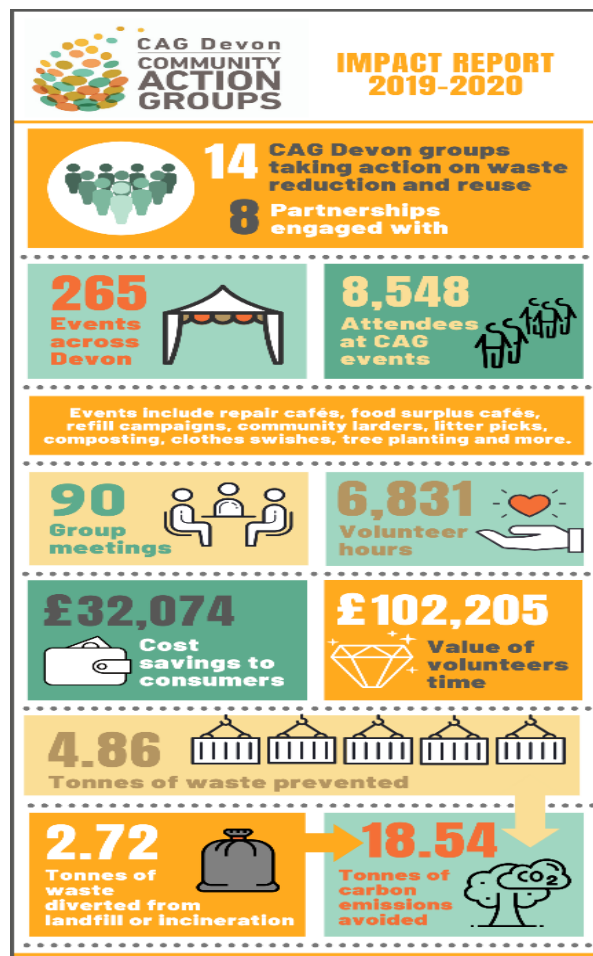


The CAG Devon Project initially only worked in Tiverton and the surrounding area to provide support to community groups, schools and individuals to organise community projects and events. The CAG Devon project enabled groups to achieve more by providing them support with fundraising, insurance, media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

Monitoring and evaluation

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

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



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

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

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

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

7.2. Specific materials

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

7.2.1 Food waste

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

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

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

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

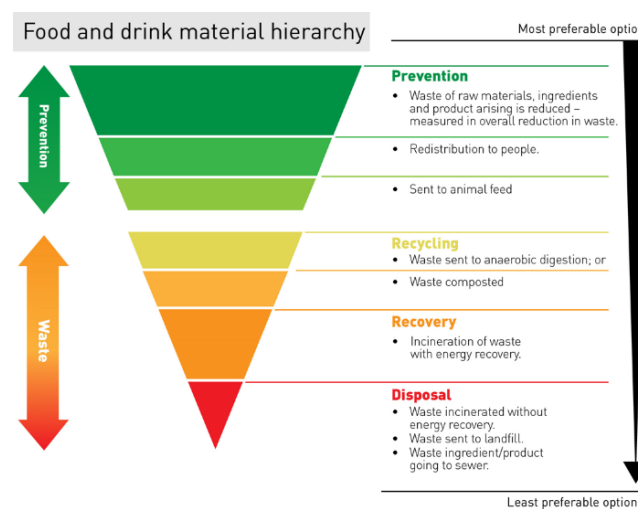


Figure 18: Food and drink hierarchy

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

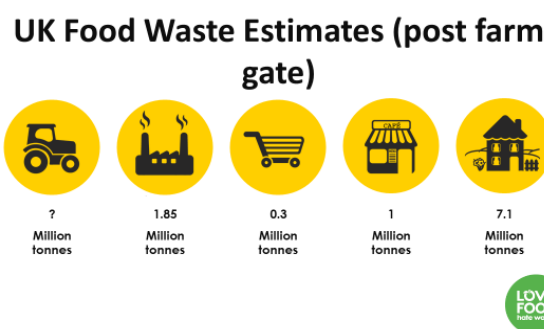


Figure 19: UK Food waste estimates

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

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

Over the period of the Strategy Devon local authorities will:

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

7.2.2 Plastics

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

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

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

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

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

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

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

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

7.2.3 Textiles

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

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

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

Table 1 – Percentage of textiles donated in different ways

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

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

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

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

7.2.4 Paper and card

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

The local authorities will

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

7.2.5 Metal and Waste Electrical and Electronic Equipment (WEEE)

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

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

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

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

or hoarded were recycled.

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

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

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

7.3 Waste Prevention Summary

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

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

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

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

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

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

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

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

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

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

8. Reuse

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

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

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

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

Barriers to greater participation in reuse include:

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



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

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

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

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

Promote

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

Communicate

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

Support

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

Collaborate

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

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

Improve

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

Explore

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

Research

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

9. Recycling

9.1 Waste Collection and Unitary Authority collections

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

Super aligned collection services

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

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

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

Government Policy Drivers

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

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

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

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

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

These are:

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

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

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

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

Nevertheless, the following targets are proposed:

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

Table 3 – Recycling targets

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

9.2 Household Waste Recycling Centres (HWRCs)

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

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

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

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

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

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

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

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

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

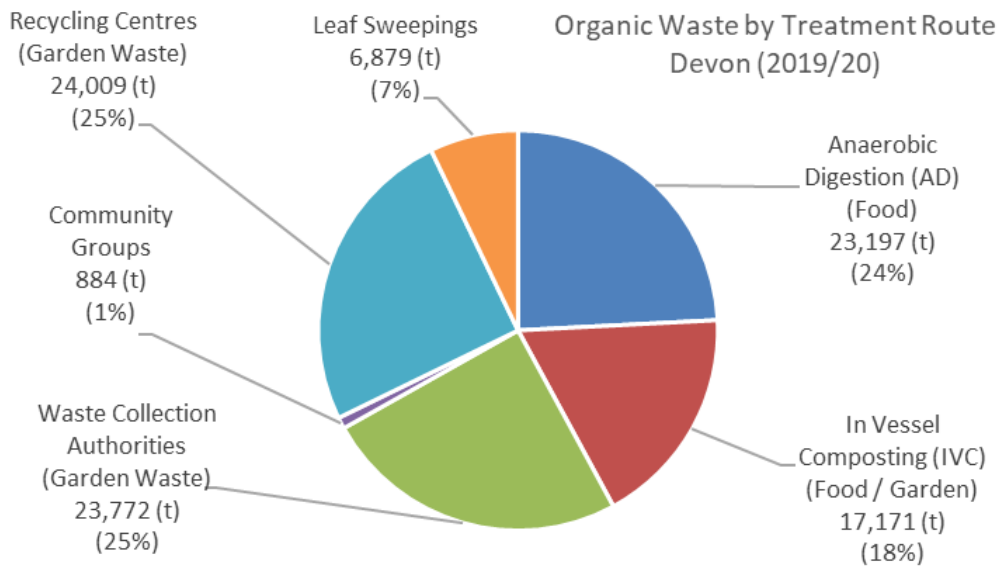


Figure 21a: Organic waste treatment for Devon

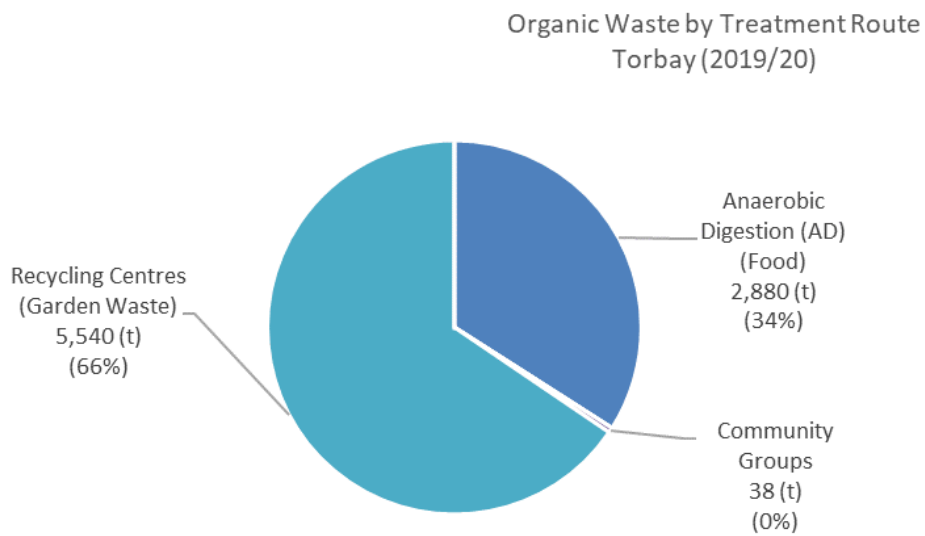


Figure 21b: Organic waste treatment for Torbay

10.1 Food waste

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

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

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

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

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

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

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

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

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

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

10.2 Garden waste

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

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

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

10.3 Home composting

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

<https://getcomposting.com/>

10.4 Community composting

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

11.0 Residual waste

11.1 Energy Recovery

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

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

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

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

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

11.2 New Technology

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



Figure 22: Locations of residual waste facilities in Devon



Figure 23: Exeter Energy Recovery Facility



Figure 24: Plymouth Energy Recovery Facility

11.3 Landfill (active)

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

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

11.4 Landfill (redundant)

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

12. Commercial waste services

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

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

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

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

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

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

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

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

13. Litter and fly tipping

Litter

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

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

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

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

Fly Tipping

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

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

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

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

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

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

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

Clean Devon Partnership

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

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

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

Objectives:

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

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



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

14. Transport and proximity

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

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

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

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

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

15. Data and performance

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

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

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

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

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

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

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

16. Partnership – DASWC

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

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

Progress against 2013 Strategy Review policies

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

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

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

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

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

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

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

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

Progress against 2013 Strategy Review Future Plans

Government Strategy

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

Achieved

Legislation

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

Complied with

Growth, performance, targets

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

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

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

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

Waste Prevention

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

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

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

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

The following waste reduction targets will be set :

Kilogrammes of household waste collected per person per year:

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

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

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

Reuse and community sector activities

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

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

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

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

**The housing sector has not been engaged*

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

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

Recycling

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

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

Recycling (HWRCs)

Proposals for the next 10 years include:

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

And subject to funding being available:

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

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

Organic waste

The Devon Authorities will continue to promote home and community composting

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

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

Residual waste

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

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

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

Behavioural change, community engagement and waste education in schools

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

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

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

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

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

Partnership working

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

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

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

Redundant landfill sites

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

Achieved

Commercial waste

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

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

The local authorities will promote sustainable tourism.

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

Some WCAs are offering trade waste recycling services

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

LA achievements since 2013

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

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

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

Carbon impact of waste management service

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

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

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

Table 1: Key material carbon factors and weighting

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Key

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

Green: greatest impact

Orange: 2nd greatest impact

Red: 3rd greatest impact

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

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

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

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

Waste Analysis October 2017

East Devon Residual bin contents

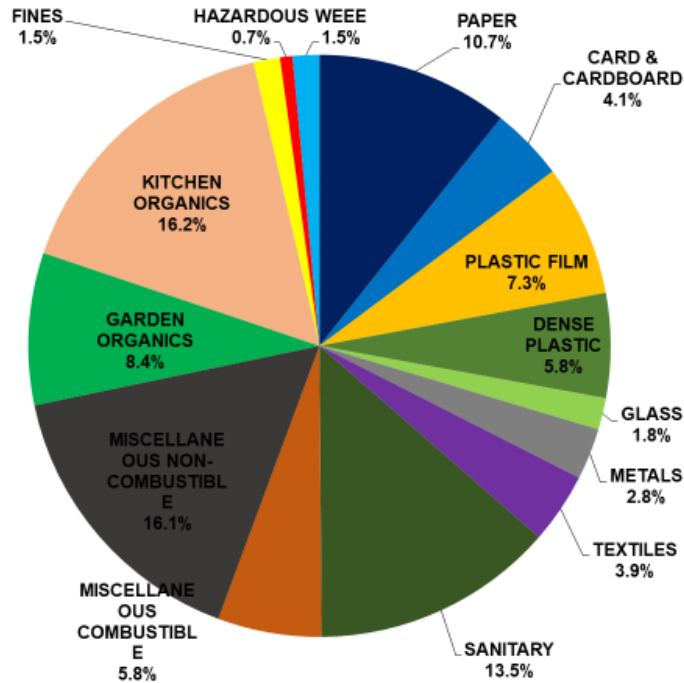


Figure 1: Contents of the residual bins October 2017: East Devon

Exeter Residual bin contents

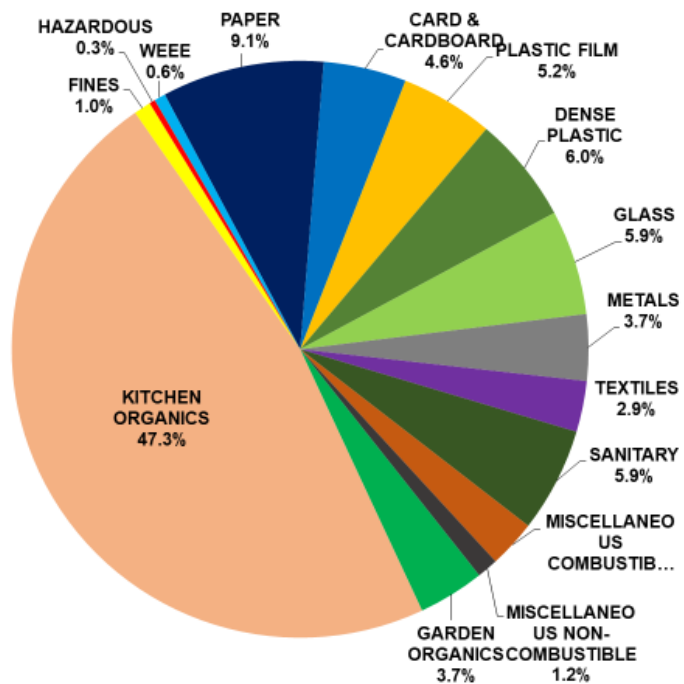


Figure 2: Contents of the residual bins October 2017: Exeter

Mid Devon Residual bin contents

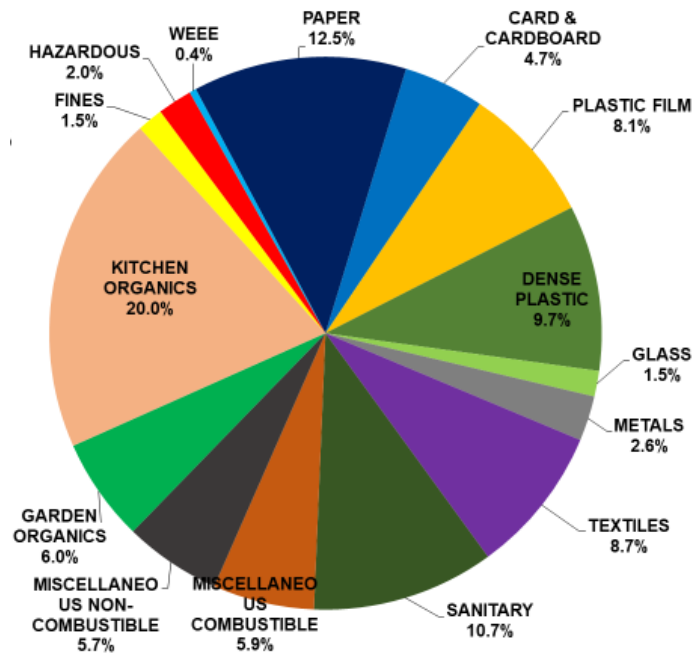


Figure 3: Contents of the residual bins October 2017: Mid Devon

North Devon Residual bin contents

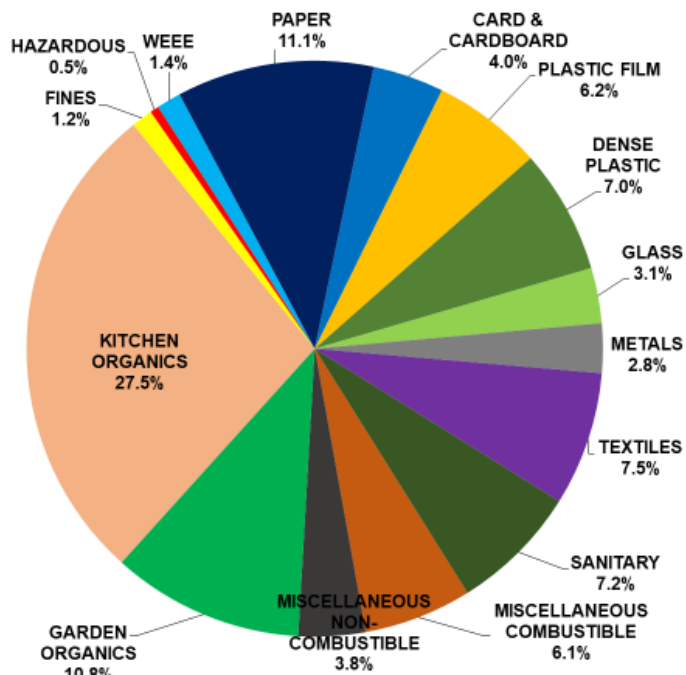


Figure 4: Contents of the residual bins October 2017: North Devon

South Hams Residual bin contents

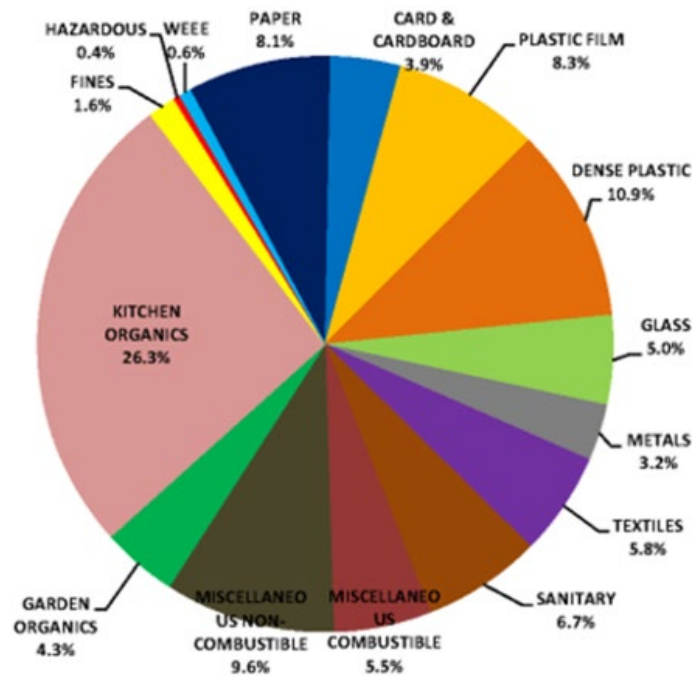


Figure 5: Contents of the residual bins October 2017: South Hams

Teignbridge Residual bin contents

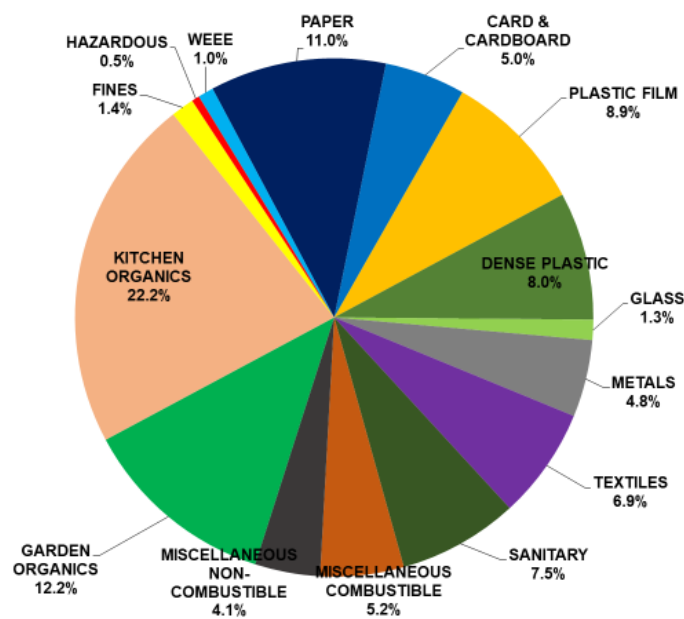


Figure 6: Contents of the residual bins October 2017: Teignbridge

Torrige Residual bin contents

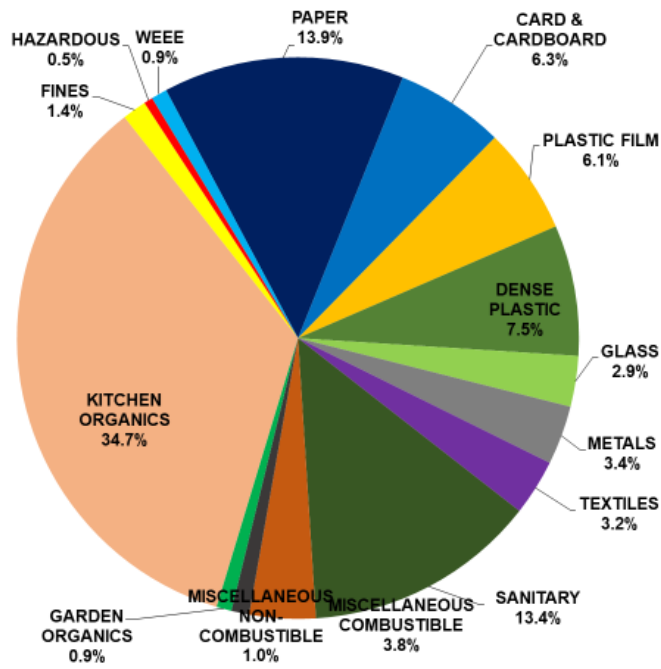


Figure 7: Contents of the residual bins October 2017: Torrige

West Devon Residual bin contents

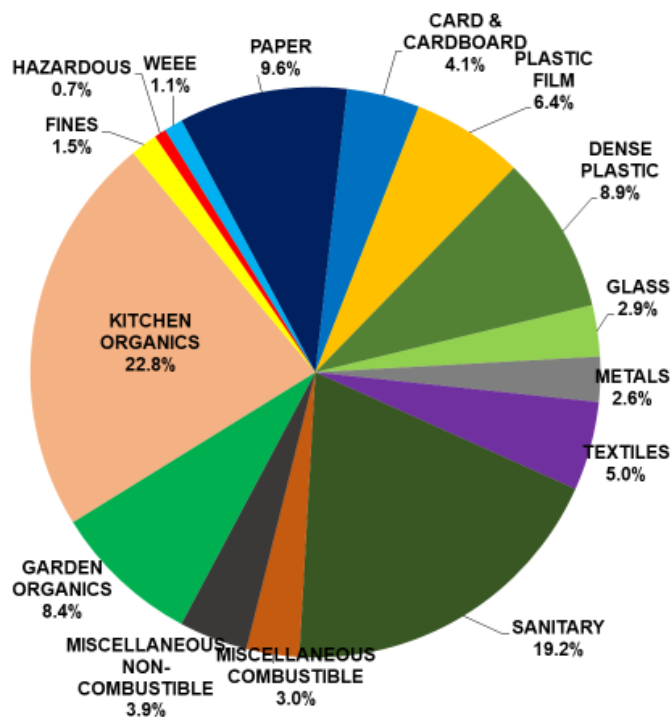


Figure 8: Contents of the residual bins October 2017: West Devon

Litter and fly tipping legislation

Litter

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

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

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

Fly Tipping

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

The penalties for these offences are:

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

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

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

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

For further information see

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

Brief description of the Communications Strategy

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

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

The strategy focusses on the following areas:

Audiences

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

Key messages

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

Tools and activities

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

Resources and timescales

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

Evaluation

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

Report to: **Council**

Date: **8th December 2020**

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

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

Wards Affected: **All**

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

Date next steps can be taken: Immediately following this meeting

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

Contact: **01822 813713 Ian.Luscombe@swdevon.gov.uk**

Recommendations:

To agree to adopt the revised policy (as attached at Appendix A) and that it is signed by the Head of Paid Service and the Leader of the Council.

1. Executive summary

- 1.1 The Council is required to prepare a written health and safety policy statement by the Health and Safety at Work Act 1974. The policy should be agreed and signed off by the Head of Paid Service and the Leader of the Council.
- 1.2 The Joint South Hams District Council and West Devon Borough Council Health and Safety policy documents the Council's position regarding its intentions, organisation and arrangements for ensuring the health, safety and welfare at work of their employees, and the health and safety of any other person working in, visiting the Councils, or who may be affected by their activities
- 1.3 The policy is required to be reviewed annually and where appropriate, revised to reflect any significant change within the Organisation.
- 1.4 The policy has been amended to reflect changes in the Senior Leadership Team and in the Extended Leadership Team.

2. Background

- 2.1 The Council is required to have a written health and safety policy under the Health and Safety at Work Act 1974. The Policy is an important document to set the responsibility for the health and safety of staff in the Council's employment and those persons effected by its activities. The Policy covers the entire range of Council Services.
- 2.2 The Policy is supplemented by a number of Safety Codes dealing with specific issues relevant to particular Service Groups and/or activities, e.g., Work at Height, Working Alone, Incident Reporting, etc. These Codes will have the same status as the Policy
- 2.3 The Policy adopts a sensible approach to managing risk which reflects best practice and is based on integrated management principles enabling the Council to achieve a correct balance in managing health and safety as part of an overall risk management
- 2.4 The Policy should be reviewed annually and revised to include any significant changes

3. Outcomes/outputs

- 3.1 The Council is required to have a Health and Safety Policy agreed by senior management and members, signed off by the Head of Paid Service and the Leader of the Council

4. Options available and consideration of risk

- 4.1 There is a statutory requirement to agree and implement the Councils Health and Safety Policy. Failure to do so would risk prosecution by the Health and Safety Executive and put employee's health and safety at unacceptable risk.

5. Proposed Way Forward

- 5.1 The Council should agree the revised Health and Safety Policy and continue to review it on an annual basis and/or when significant changes occur.
- 5.2 The Risk Management Officer group should provide a basis for integrating health and safety into its management structure and achieve continuous improvement in health and safety standards.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	Health and Safety at Work etc Act 1974

		The Policy conforms to the 2013 HSE guidance in order to ensure that the Council is legally compliant. Accordingly, the Policy needs to be formally adopted by the Council.
Financial	Y	Achieving legal compliance requires the Council's officers to actively engage in carrying out health and safety responsibilities intrinsic to their job role. The cost will be officer time which is accounted for within existing budgets. Achieving best practice will require an ongoing commitment to continuously improve the health and safety management system which will add to the cost of officer time.
Risk		The potential cost of not achieving legal compliance includes: i HSE enforcement costs ii legal and court cost iii compensation costs iv loss of credibility.
Comprehensive Impact Assessment Implications		
Equality and Diversity		The Policy applies to all members of staff and has considerations of the effect of Council activities on non-employees. Effective management of health and safety should ensure that equality and human rights are not infringed.
Safeguarding		Indirect impact derived from suitable and sufficient risk assessment of activities associated with vulnerable groups.
Community Safety, Crime and Disorder		No direct impact
Health, Safety and Wellbeing		As above, indirect impact on wellbeing derived from suitable and sufficient assessment of risk of work activities, e.g. lone working
Other implications		None

Supporting Information

Appendices:

A - South Hams District and West Devon Borough Council's Health and Safety Statement

Background Papers:

None

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HEALTH AND SAFETY STATEMENT AND POLICY

Revisions

Version 1	September 2015
Version 2	November 2016
Version 3	July 2017
Version 4	October 2018
Version 5	November 2019
Version 6	November 2020

Health and Safety Statement

South Hams District Council and West Devon Borough Council are fully committed to ensuring a high standard of health and safety. The Councils recognise their statutory duties protect the health, safety and welfare of staff and others connected to our work activities. We recognise the potential strategic, operational and financial risks associated with failures in health and safety and the importance of maintaining a well-resourced internal health and safety service.

During the last year we have all seen the importance of keeping the workforce safe whilst working in difficult and uncertain conditions. The Health and Safety of our staff has been a priority while tackling the COVID-19 pandemic.

To demonstrate our commitment to health and safety we annually update the health and safety policy statement and have developed a health and safety improvement programme to continue the cycle of continuous improvement by reviewing and updating the health and safety procedures related to the work that we do. This statement, and the associated management systems detail how South Hams District Council and West Devon Borough Council will manage our health and safety responsibilities and deal with any incidents that may occur.

It will be the responsibility of the Councils' Senior Leadership team (SLT) to monitor the implementation of this policy and the councils' overall risk management performance. This will be achieved through the use of regular reporting commissioned by SLT and annual audits.

The Risk Management Group will be responsible for ensuring the work programme is delivered. They will champion health and safety compliance within the Community of Practice business areas.

The organisations have identified that technical expertise for health and safety will be provided by the Environmental Health Community of Practice. They provide advice and support to the organisation as necessary.

We expect all staff to take reasonable steps to be aware of the policy, risk assessments, and the controls identified. To support the Heads of Practice in assessing risks, implementing controls, and to actively engage in any training, exercises or workshops will arranged to test the organisation's effectiveness.

Members are required to make themselves aware of the health and safety arrangements that are likely to effect them.

The Councils are committed to ensuring that the internal health and safety service is adequately resourced to enable the full implementation of this policy. This commitment includes the provision of sufficient financial resources, management and employee time, training and advisory support. The Council has appointed a competent person to provide competent health and safety advice to the Councils.

This Health and Safety arrangements will be reviewed at least annually or more frequently where there have been significant changes to the Councils or factors affecting the Councils' activities.

Signed: _____

Date: _____

Andy Bates, Chief Executive

1. Statement of Intent

- 1.1 This is a statement of policy by South Hams District Council and West Devon Borough Council (the Councils) about their intentions, organisation and arrangements for ensuring the health, safety and welfare at work of their employees, and the health and safety of any other person working in, visiting the Councils, or who may be affected by their activities.
- 1.2 It is the intention of the Councils to do all that is reasonably practicable to provide safe and healthy working conditions for its employees and to enlist their support in achieving this. The Councils also recognise their responsibilities to ensure the health and safety of elected members, members of the public, visitors and contractors when on their premises and others who may be affected by their activities.

2. Policy

- 2.1 It is the policy of the Councils as employers that they will comply so far as is reasonably practicable, with the requirements of the Health and Safety at Work etc. Act 1974 and all other relevant statutory provisions.
- 2.2 This policy is supported by Codes of Practice that apply throughout the Councils and will have the same status as this policy. The Codes of Practice will reflect:
- minimum legal requirements
 - best practice.
- 2.3 The Councils will do all that is reasonably practicable to prevent personal injury and illness, loss and damage to premises, plant and equipment by:
- Appropriate assessment and management of risk for all activities and seeking to eliminate hazards and/or reduce risks;
 - ensuring appropriate competence of all employees in health and safety by the provision of information, instruction, training, supervision, management support and performance appraisal;
 - ensuring close co-operation and participation of management and staff through normal working relationships and consultation with employees.
- 2.4 The Councils will pursue the above aims by the implementation of the objectives at **Appendix A** and the new three year safety plan.
- 2.5 The remainder of this document contains the following sections:
- Organisation and responsibilities
 - Arrangements for implementation
 - Objectives.

3. Policy Review

- 3.1 This policy will be reviewed annually, in consultation with the unions, by the Internal Health and Safety Service who will advise the Senior Leadership Team (SLT) on possible amendments
- 3.2 The Codes of Practice will be reviewed by the Internal Health and Safety Service as and when legislation changes, best practice dictates or when otherwise necessary.

4. Organisation and responsibilities

- 4.1 This part of the policy describes the organisational arrangements within the Councils for ensuring health and safety at work. Health and Safety issues are line management responsibilities alongside and of equal importance to responsibilities for the provision of services and the management of resources.

4.2 Head of Paid Service

- 4.2.1 The **Head of Paid Service** has overall responsibility to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all the Councils' employees and members, to ensure, so far as is reasonably practicable, the health and safety of others who work in and visit the Councils or may be affected by the Councils' activities.
- 4.2.2 The **Head of Paid Service** will include Health and Safety in his/her annual report to Council.

4.3 Directors

- 4.3.1 Directors are responsible for the implementation of this policy in the areas over which they have control. Oversight of the function sits with the Director for Governance and Assurance.

4.3.2 Head of Environmental Health and Licensing

The **Head of Environmental Health and Licensing** will be responsible for providing an internal health and safety service to the Councils which will be the competent assistance as required by the Management of Health and Safety at Work Regulations 1999. To avoid confusion this should be a named officer.

4.4 Heads of Practice and Business Manager Case Management

Heads of Practice and the Business Manager for Case Management are responsible for ensuring the implementation, coordination and monitoring of this policy and associated Codes of Practice, and the overall health and safety management of the staff within their control. In particular, they must:

- carry out risk assessments and ensure that safe working conditions are maintained;
- ensure that staff within their control are trained and instructed in safe methods and comply with them;
- ensure that all accidents, incidents and near misses are reported and investigated and steps taken wherever possible to prevent a recurrence.

4.5 Heads of Practice may nominate officers with Day to Day Responsibility for Health and Safety in their respective services/departments and inform their staff and the Internal Health and Safety Service accordingly but this will not remove the Head of Practice's responsibilities.

4.6 **Employees**

Employees shall:

- take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions;
- co-operate with their manager in the implementation of this policy;
- follow safe working practices at all times;
- report accidents, incidents and near misses to their line manager;
- report unsafe working conditions and hazards to their line manager or other appropriate person.

4.7 **Key staff with additional health and safety responsibilities**

In addition to their responsibilities as managers the following Heads of Services will also have the responsibilities shown at **Appendix B**:

- Head of Environmental Health and Licensing
- Head of Maritime
- Head of Human Resources
- Members of the Internal Health & Safety Virtual Community of Practice group (HSvCoP)

4.8 **Members of the Internal Health & Safety Virtual Community of Practice group (HSvCoP)**

- Membership of HSvCoP will consist of Heads of Practice and Managers and other relevant persons
- The group will be a forum for discussion for Internal Health and Safety matters and responsible for developing and progressing health and safety awareness throughout the Councils.
- The group will identify and implement work programmes relating to internal health and safety, including a programme of auditing and review, and any other tasks arising to achieve compliance with regulatory requirements or best practice.

- A member of SLT will be in attendance. This will enable key decisions to be made or effectively escalated to SLT.
- This group will also be a point of contact for Union Representatives and Staff Forums.

4.9 Head of Environmental Health and Licensing (Internal Health and Safety)

The Head of Environmental Health and Licensing is responsible for the Internal Health and Safety service. The Internal Health and Safety service provides the competent advice to the Councils on matters relating to health, safety and welfare at work across the Councils. Their objectives include:

- providing specialist support and guidance to the Councils on the effective management of health and safety;
- to help promote and maintain a high standard of total health (physical and mental) for all persons working in the Councils;
- the safeguarding of all staff from health and safety hazards arising from their work or the environment by means of accident prevention, environmental control and prevention of injury and illness;
- to receive all Incident/Near Miss reports, maintain an Incident/Near Miss database and publish performance statistics.

5. Arrangements for implementation

5.1 This part of the policy describes the general arrangements for the implementation and monitoring of health and safety at work.

5.2 Strategic aims, objectives and three-year action plan

The aims, objectives and three-year safety plan set out the Councils' commitment to provide a healthy and safe environment for all those who work in and visit the Councils. The plan reflects best practice and is based on the principles of loss control and quality management.

This approach is designed to:

- a. address the health and safety implications of the various activities of the organisations;
- b. identify the hazards and assess the level of risk;
- c. apply the following general principles of prevention in the order shown:
 - avoiding risks;
 - evaluating the risks which cannot be avoided;
 - combating the risks at source;
 - adapting the work to the individual, especially as regards the design of workplaces, the choice of work equipment and the choice of working and production methods, with a view, in particular, to alleviating

monotonous work and work at a predetermined work-rate and to reducing their effect on health;

- adapting to technical progress;
- replacing the dangerous by the non-dangerous or the less dangerous;
- developing a coherent overall prevention policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the working environment;
- giving collective protective measures priority over individual protective measures; and
- giving appropriate training and instructions to employees.

5.3 Codes of Practice

5.3.1 Where a need is identified, through legislation, risk assessments, best practice, health and safety auditing, the proceedings of committees or other means, a Code of Practice will be established to set the standard of implementation and operation for the identified topic. These Codes of Practice will be reviewed as and when legislation changes or practice dictates.

5.3.2 The Codes of Practice shall have the same status as the main policy document and will outline how to implement the requirements of the main policy in specific risk areas.

5.4 Training

5.4.1 The Internal Health and Safety Service in conjunction with the training partnership and workplace managers and supervisors, will provide guidance on Health and Safety Training and general training needs, and identifying those key workers who should attend. The Internal Health and Safety CoP will administer health and safety training across the organisations and develop a training competency matrix, which will establish key training for all staff.

5.4.2 Each Service will ensure that good working arrangements for health and safety training exist. This training will include attendance at corporate induction training and appropriate special to job induction training.

5.4.3 Each Service will ensure that health and safety is included as an integral part of their annual business plan.

5.4.4 Records of safety training provided will be maintained on Team Spirit and but may also be maintained by service managers.

5.4.5 The identification of health and safety training needs is to be part of the annual appraisal process. Managers are responsible for identifying the training needs of individuals. The Internal Health and Safety Service needs in conjunction with Human Resources will be responsible for an analysis of the corporate training.

5.5 Risk assessment

5.5.1 Each manager/supervisor shall make a suitable and sufficient assessment of:

- the risks to the health and safety of his employees to which they are exposed whilst they are at work; and
- the risks to the health and safety of others who may be affected by their activities,

for the purpose of identifying the measures necessary to ensure a safe and healthy place of work.

5.5.2 In addition to the general risk assessment set out at paragraph 5.5.1 there may also be a need for a specific risk assessment and the need for that should be identified and if possible carried out at the same time. These specific assessments are shown in the appropriate Code of Practice on Assessment of Risk but include:

- manual handling ((including the lifting, putting down, pushing, pulling, carrying or moving of a load));
- display screen equipment (computing and word processing);
- hazardous substances etc;
- young people
- pregnancies.

5.5.3 Risk assessments will be reviewed:

- Periodically as recorded on the risk assessment;
- when an accident, incident or near miss occurs;
- when purchasing new equipment;
- changing work practices etc; or moving into a new work area.

5.5.4 Managers/supervisors are to monitor work activities to ensure that risk assessments and control measures are still suitable and sufficient and take appropriate action to review when necessary.

5.5.5 Where a need for a generic risk assessment is identified (e.g. work in offices, activities of a similar nature taking place in more than one service) the internal health and safety service will be responsible for carrying out the assessment and monitoring as required by paragraph 5.5.4

5.6 Health and safety standards, audit and inspection

5.6.1 A set of health and safety standards has been designed and each Service will make their own arrangements for reviewing their level of achievement annually

which will be reported in their service plan. The standards are shown at **Appendix C**.

5.6.2 The Internal Health and Safety Service CoP will develop a programme of audits and a standardised form to identify whether the management of risk has been carried out in each service area. The programme should be designed to reflect the needs of the Councils and the individual Service and will take into account the particular kinds of hazard or health and safety issues encountered. The timing of health and safety audits will appear in the annual safety plan and will be proportionate to the level and scope of the hazards and risks present.

5.6.3 The combination of the review of safety standards and the audit process is designed to ensure that we can demonstrate our level of health and safety management. The results will be analysed, considered, prioritised and shaped into an action programme.

5.7 Occupational health

5.7.1 Occupational health is concerned with work-related problems and health and safety in the work place. An occupational health service for staff is provided under arrangements made by Human Resources. Further details may be obtained from the Human Resources Office.

5.8 Incidents

5.8.1 Any incident or injury occurring whilst at work or on the Council's premises, however trivial it may appear at the time, must be reported to the Internal Health and Safety Service on the prescribed form.

5.8.2 Any report of an incident caused by defective fixtures and fittings, furniture, equipment etc. should make the cause clear so that steps can be taken to rectify the fault and avoid a recurrence.

5.9 First Aid Arrangements and Medical facilities

5.9.1 Details of first aid arrangements and medical facilities for the Councils are given in the appropriate Code of Practice and on the Health and Safety pages of the Intranet.

5.10 Eye tests for display screen equipment users

5.10.1 Members of staff or elected members who are users of display screen equipment (computers etc) are eligible for the refund of the cost of an eye test. If it is confirmed by the optician that they require spectacles specifically for display screen equipment use, a further refund may be provided for the cost of a basic pair of spectacles. Further details are available from the Internal Health and Safety Service and on the Health and Safety pages of the Intranet.

5.11 Smoking and vaping

5.11.1 Smoking or vaping is not permitted in any of the Council's premises. The text of the policy is set out in the appropriate Code of Practice and on the Health and Safety pages of the Intranet. This also extends to the use of E Cigarettes.

5.12 Emergency Procedures

5.12.1 Fire

Details of the procedure in the case of fire are provided at each of the Councils' premises. Fire Safety training is also covered on the Induction Courses which is mandatory for all staff, in the health and safety training prospectus and periodically as a refresher.

5.12.2 Emergency procedures for staff with disabilities

On joining the Councils, any member of staff or elected member who has a disability that might impede their evacuation or the evacuation of anyone else should bring this to the attention of their manager. A personal evacuation plan will be drawn up by the responsible manager, in conjunction with the Internal Health & Safety Service, and this should be brought to the attention of colleagues working in the same locality. Staff who develop a disability during their employment in the Councils should also consult their manager.

5.12.3 Threats Against the Councils

On receipt of a threat against the Councils including those by letter or suspect package suspicious letter or parcel, staff should:

- make no attempt to open it;
- place the package carefully on the nearest firm surface; and
- telephone Follaton House Building Management (extension 1227) and Kilworthy Park Facilities (extension 3611/3609)

5.13 Security

Responsibility for security within the Councils' premises rests with the manager of each site. Staff are however expected to exercise all reasonable vigilance and, in particular, are responsible for any visitors they may bring into the Councils' premises.

5.14 Arrangements for Names badges and access cards and for Access Control

Where there is a need to provide staff and elected members with name badges and access cards or for access control the Facilities service will make the necessary arrangements.

5.15 Consultation With Employees

5.15.1 Consultation with employees on health and safety matters is essential and a statutory requirement.

5.15.2 Suitable arrangements are to be put in place for staff consultation and Terms of Reference agreed as appropriate.

.....
Andy Bates
Chief Executive

.....
Judy Pearce
Leader of the Council

South Hams District Council
Follaton House
Totnes
TQ9 5NE

.....
Neil Jory
Leader of the Council

West Devon Borough Council
Kilworthy Park
Tavistock
PL19 0BZ

Date November 2020

Appendices

Appendix A Aims and Objectives

Appendix B Key Staff With Additional Health and Safety Responsibilities

Appendix C Standards Linked To Health and Safety Objectives

Aims and Objectives**Aims**

- To ensure that a robust safety management system is in place;
- To provide and maintain a work environment that is safe and without risk to health for all employees, contractors and others who may be affected by the activities of the council;
- To avoid all accidents and to ensure that no one suffers ill health as a result of working at South Hams District Council or West Devon Borough Council or by the activities of the Councils;
- To plan and manage activities so that hazards are assessed and risks eliminated or controlled in so far as is reasonably practicable by appropriate prevention and protection measures

Objectives

- Fully integrate health and safety into the management and decision-making processes within the Councils.
- Ensure appropriate systems are developed and maintained for the effective communication of health, safety and welfare matters throughout the Councils.
- Comply with all relevant Statutes, Regulations and Codes of Practice. The minimum standards that will be adopted by the Councils will be those required by law, although the Councils will always seek to exceed these where there is a demonstrable benefit.
- Devote appropriate resources in the form of finance, equipment, personnel and time to ensure the maintenance of health, safety and welfare standards.
- Provide necessary information, instruction and training to employees and others, including temporary staff, to ensure their competence with respect to health, safety and welfare.
- Ensure appropriate liaison with all necessary persons to ensure an appropriate standard of health, safety and welfare. The Councils will also ensure that adequate arrangements are also in place for ensuring the health and safety of non- employees who may be affected by the Councils' activities.
- Ensure that all employees are aware of their responsibilities to take reasonable care of themselves and others who could be affected by their acts or omissions and to co-operate with management in achieving the standards required.
- Ensure that managers are aware of their specific duties and responsibilities to comply with the letter and spirit of the Councils' policy and that the management of health, safety and welfare is an integral part of their function and their performance will be monitored along with their other duties.
- Carry out appropriate investigation of accidents, incidents and 'near-misses' and necessary action taken to reduce the likelihood of a recurrence.
- Establish procedures to ensure that safe equipment and plant are provided for employees and non-employees.
- Establish procedures for the appointing and monitoring of the competency of contractors.

Key Staff with Additional Health and Safety Responsibilities

1. Head of Environmental Health and Licensing, in addition to his enforcement responsibilities in the commercial sector, will:
 - a. Continue to be appointed as the Councils statutory appointed competent person under the health and safety at work act 1974
 - b. Provide a health and safety advisory service to the Councils by means of the Internal Health and Safety Service;
 - c. Advise the Internal Health and Safety Service on matters of Environmental Health and Licensing, relating to activities carried out by the Councils;
 - d. When necessary, monitor the atmosphere and assess noise levels in certain areas of work;

2. Head of Maritime will ensure that:
 - a. The Dartmouth Lower Ferry operates in accordance with the South Hams District Council's approved Domestic Safety Management Code as required by the Merchant Shipping (Domestic Passenger Ships) (Safety Management Code) Regulations 2001) and that reviews of the Code take place when necessary and at not less than 3 yearly intervals.
 - b. The Salcombe Harbour Safety Management System as required by the Department for Transport Port Marine Safety Code is produced and reviewed at the prescribed intervals.

3. Head of Human Resources will have responsibility for:
 - a. Advising elected Members and Officers on the personnel implications of the Councils' Health and Safety Policy;
 - b. Consultations and negotiations with representatives of the staff on those aspects of the Health and Safety policy which affect the staff and their conditions of employment;
 - c. In conjunction with the Internal Health and Safety Service provide suitable induction and other training for staff in health and safety matters, including the administration of the training programme and the organisation of training courses within the Council;
 - d. Ensure that an appropriate paragraph concerning risk management and health and safety is included in each job description.

4. Internal Health & Safety Virtual Community of Practice group (HSvCoP) will have responsibility for:

- a. identifying and implement work programmes relating to internal health and safety, including a programme of auditing and review, and any other tasks arising to achieve compliance with regulatory requirements or best practice.
- b. the administration of health and safety training across the organisations and develop a training competency matrix.

Standards linked to Health and Safety Objectives

Performance levels			
1	2	3	4
Communication and Consultation - <i>Management will ensure that appropriate systems are developed and maintained for the effective communication of health, safety and welfare matters throughout the Councils. The Councils will liaise and work with all necessary persons to ensure an appropriate standard of health, safety and welfare. The Council will also ensure that adequate arrangements are also in place for ensuring the health and safety of non- employees</i>			
Health & safety is not discussed and changes are made without consulting with staff or managers	Health & Safety is a standard item on managers meetings, for all staff during first week induction and following any incident. Changes which may affect H&S are openly discussed with managers	Health & Safety is a standard item on managers and team meetings, for all staff during first week induction and following any incident and as part of risk assessment. Changes which may affect H&S are openly discussed with managers and staff	Health & Safety is a standard item on managers and team meetings for all staff during first week induction and following any incident and as part of risk assessment. Any matters arising are followed up to a conclusion. Changes which may affect H&S are openly discussed with managers and staff and comments or arguments welcomed
Contractors - <i>The Councils will ensure that procedures are established for appointing and monitoring the competency of contractors.</i>			
Contractors are selected without considering any health and safety implications	Contractors are selected after checking their health and safety management and systems	Contractors are selected after checking their health and safety management and systems and agreeing method statements and working processes. The Council's Internal Health and Safety Service is involved.	Contractors are not used OR Contractors are selected after checking their health and safety management and systems and agreeing method statements and working processes. The Council's Internal Health and Safety Service is involved. Contractors are actively monitored during the contract works and a record is maintained.
Monitoring of health and safety including risk assessments and working practices			
No monitoring of health and safety takes place	When problems are brought to the attention of managers the matter is looked into	Regular checks of some aspects of health and safety are made	A programme of checks on health and safety is produced and followed
Planning including the effects of service changes and requirements on health and safety			

There is no consideration of health and safety in my planning	Health and safety is included in my Service Plan but not to any great extent	Health and safety is included in my Service Plan and general planning for my service. Key hazards are identified together with targets for removing or mitigating the risks	Health and safety is a feature of all planning in the service. My service plan identifies key hazards and shows targets for removing or mitigating the risks. Progress is actively monitored.
Risk assessment - <i>The Councils' approach to health, safety and welfare is based on the identification, management and control of risks. There are distinct benefits to be gained from providing a safe and healthy working environment, and appropriate levels of resources will be allocated to promoting, developing and maintaining the standards of health, safety and welfare within the Councils.</i>			
No risk assessments have been carried out	Risk assessments have been carried out for all activities	Risk assessments have been carried out for all activities, control measures put in place and communicated to those affected. Review of assessments is carried out	Risk assessments have been carried out for all activities, control measures put in place and have been communicated to those affected and training has been provided. Monitoring and reviewing of assessments is carried out and recorded.
Training - <i>The Councils will provide the necessary information, instruction and training to employees and others, including temporary staff, to ensure their competence with respect to health, safety and welfare.</i>			
Training is not provided.	Health and safety training needs are identified during the annual appraisal process but not monitored	Health and safety training needs are identified during the annual appraisal process, and when they arise during the year	Health and safety training needs are identified during the annual appraisal process, and when they arise during the year and monitoring carried out to ensure that training takes place

South Hams District Council and West Devon Borough Council aim to ensure equality of opportunity in the delivery of their policies, services and employment practices. South Hams District Council and West Devon Borough Council will challenge discrimination, and encourages other organisations within South Hams and West Devon to act in accordance with Equality legislation.

This Policy is available in large print or Braille upon request.

If you require any help completing associated paperwork please contact the Internal Health and Safety Service extension 1475.

Report to: **West Devon Borough Council**

Date: **8 December 2020**

Title: **Public Space Protection Order – Dog Controls**

Portfolio Area: **Environment, Cllr Caroline Mott**

Wards Affected: **All**

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

Date next steps can be taken: 8 December 2020

Author: **Honey Foskett** Role: **Senior Specialist
Environmental Health**

Contact: **01803 861191/email: honey.foskett@swdevon.gov.uk**

RECOMMENDATION:**That the Council RESOLVES to:**

1. Adopt the Public Space Protection Order 2020 as attached at Appendix 1 to this report. The Order amends the existing Public Space Protection Order, Dog Control Articles as follows:

- a) to remove specified sites from the Order**
- b) extend for a further 3 year period**
- c) Introduce two (2) general articles that will apply across the Borough such that:**
 - i. Dog walkers must carry dog bags or other container to collect dog waste**
 - ii. Dogs are to be kept on leads on roads with speed zones up to 30mph.**

1. Executive summary

- 1.1 The Report asks Council to consider: extending the current Public Space Protection Order in relation to the Control of Dogs for a further 3 year period; remove specified sites from the current Order; and, introduce 2 general articles which will apply to the whole Borough relating to dog fouling and keeping dogs under control in the built environment.

Current specified formal garden sites for dogs on leads are:

- Letheran's Lane, North Tawton

- Primary School footpath from Chestnut Terrace to Green Hill, Lamerton
- Coronation Hall Grounds, Mary Tavy
- Taylors Green, Mary Tavy
- Women's Institute Garden, Mary Tavy
- Village Green, Blackdown
- Courtlands Play Area, Tavistock
- Whitchurch Play Area, Tavistock
- St Eustachius Churchyard, Plymouth Road, Tavistock
- Meadows, Tavistock
- Abbey Walk, Tavistock
- Benson Meadow, Pixon Lane, Tavistock
- St Johns Avenue, Tavistock.

Current specified dog exclusion sites are:

- Memorial Park, North Tawton
- Jubilee Field, Chagford
- Primary School Fields, Mary Tavy
- Cemetery, Plymouth Road, Tavistock
- Village Green, Sampford Courtenay
- Recreation Field, Lamerton

1.2 These Orders are made by the Council under the Anti-social Behaviour, Crime and Policing Act 2014 in order to meet its obligations to ensure residents' quality of life is not compromised by activities that are likely to have a detrimental effect on local amenity (such as dog fouling or dogs out of control). The Borough Council is obliged to review Public Space Protection Orders on a tri annual basis and to consult with the public and other stakeholders if changes are proposed to the Orders.

1.3 A Borough wide Public Consultation ran from 1st June to 31st July 2020 and responses are attached in Appendix 2.

1.4 Responses were received mainly from Okehampton Town Council and Bere Alston Parish Council on local proposals. Responses from the wider Borough were limited.

2. Background

2.1 The original Dog Control Order came into effect on 22nd October 2014 and was automatically converted unchanged, to a Public Space Protection Order in 2017 under the Act. The Council introduced the original Order to all public land within the Borough of West Devon and included the following provisions:

A. Fouling – offence of not picking up

1. Subject to the exceptions stated in the Order at Appendix 1, this article applies to all land which is in the administrative area of the Council and which is:

- Open to the air (which includes land that is covered but open to the air on at least one side); and
- To which the public are entitled or permitted to have access (with or without payment).

B. Dogs on leads – offence of not keeping dogs on leads

1. This article applies to all areas covered by Rule 56 of the Highway Code i.e., on the road, or on the pavement, or on a path shared with cyclists or horse riders
2. Areas with retail premises designated as zone 1 under the Environmental Protection Act 1990 i.e., where there are 2 or more commercial / shop premises
3. Car Parks
4. Cemeteries and Churchyards
5. Any fenced, hedged or walled pond, area of water or nature reserve
6. Marked sports fields whilst organised sport is in progress
7. Areas delineated as formal gardens.

C. Dogs on leads by direction – offence of not putting dogs on leads when asked by an authorised officer

1. Subject to the exceptions stated in the Order at Appendix 1, this article applies to all land which is in the administrative area of the Council and which is:
 - Open to the air (which includes land that is covered but open to the air on at least one side); and
 - To which the public are entitled or permitted to have access (with or without payment).

D. Dog Exclusion Areas – offence to give dogs access

1. This article applies to all land within the Council's administrative area comprising:
 - Any fenced, hedged or walled children's play area
 - Any fenced, hedged or walled bowling green
 - Any fenced, hedged or walled tennis court
 - Any fenced, hedged or walled skateboard or BMX park
 - Any fenced, hedged or walled putting green
 - any sporting or recreational facility pitch when sport is in play.
 - There are exemptions for those who need the help of assistance dogs.
 - There are number of sites specified in the original 2017 Order where Towns and Parishes contributed to the Dog Warden Scheme. All but Tavistock have now withdrawn from that Scheme.

The Council is proposing to add two further general provisions to the 2020 Order:

- Dog walkers must carry dog bags or other container to collect dog waste
- Dogs are to be kept on leads on roads with speed zones up to 30mph.

2.2 The 2017 Order has been in place for 3 years and, in accordance with the legislation, the Council now needs to decide whether to extend the existing Order based on evidence of need, update the Order or discharge or let the Order expire.

2.3 The Council can make a Public Space Protection Order in respect of any public space within its Borough boundary if it is satisfied on reasonable grounds that there are activities being carried out in the Borough which have a detrimental effect on the quality of life of those in the locality. The full criteria are set out in the legal implications in paragraph 6 below. The definition of public space is wide and includes any place to which the public (or any section of the public) has access (by right of express or implied permission).

2.4 The Council can extend, amend or discharge an Order in consultation with the Police and other relevant bodies.

2.5 A summary of the consultation responses can be found in Appendix 2. In brief:

- The public and stakeholders were asked for comment on the proposal to introduce 3 general articles:
 1. Dog walkers must carry dog bags or other container to collect dog waste
 2. Dogs are to be kept on leads on roads with speed zones up to 30mph, and
 3. The number of dogs walked by one person at any one time in one rea should be limited to 4 dogs
- Feedback from Okehampton Town Council on Simmons Park and Bere Alston Parish Council on The Down in Bere Alston and the playing fields in Bere Ferrers, indicates a majority in favour of all three recommendations. There was a limited response from the wider Borough but from those who participated, the majority are in favour of all three recommendations.
- The limited response, particularly with regard to limiting the number of dogs walked (113 responses in total from cross the Borough) brings into question the extent of the problem (1 documented incident) balanced against the additional work that would be required to issue exemption licences to professional dog walkers who may be affected by the Article. On balance the restriction is not recommended.

- In Okehampton with regards to Kempley Meadow public support is to allow dogs to be under control off the lead.
- In Bere Alston with regard to The Down and the playing fields in Bere Ferrers there is public support for the standard expressed in the original Order which is to allow dogs to be under control off the lead except when organised sport is in play on the playing fields.
- Dog exclusion from the partially fenced unmarked playing field on The Down, Bere Alston and dogs on leads at all times on the remaining area of The Down (the children's play area is enclosed and is a dog exclusion zone). The Parish Council consulted locally on 4 options:
 - To exclude dogs from the partially fenced playing field
 - Dogs on leads at all times on remainder of the site
 - To exclude dogs from the site whilst organised sport is in play
 - Dogs on leads whilst organised sport is in play

Data provided by the Parish Council indicates the community preference is for dogs on leads whilst organised sport is in play.

- Dog exclusion from the playing fields, Bere Ferrers or on leads at all times. There is a fenced children's play area and the tennis court is enclosed from which dogs are already excluded. The Parish Council did not respond to the consultation on options to exclude dogs or to keep dogs on leads whilst organised sport is in play. To keep dogs on leads during organised sport is the recognised national standard and the standard that currently applies on the playing fields.

- Data (which provides information and evidence on the extent of any issues) held on complaint levels is as follows:

2010/11	dog fouling complaints received 77
2011/12	dog fouling complaints received 87
2012/13	dog fouling complaints received 35
2014	51: Tavistock 19; Okehampton 14; Bere Alston 3; Buckland Monachorum 4 and the rest were 1's and 2's – from Flare records
2015	46: Tavistock 18; Okehampton 5; Lifton 5; Chagford 3; and the rest 1's and 2's again – From Flare records
2016	W2/360 cannot filter down to dog control issues only - Litter or dog mess reports 119
2017	141
2018	136 with 1 report through to EP – on checking W2/360 reports will go direct to FCC to clean so these reports are not followed up by Localities or EP
2019	78
2019/20	number of dog control complaints received in EP total 8: Okehampton 3; North Tawton 2; Bere Alston 1; Sourton 1; and Tavistock 1 – to date.

- In the 2016/17/18 and 2019 data, we have not been able to separate dog complaints from litter complaints which makes the data

about complaint levels inconclusive (this is due to the way data is held on our systems). Nevertheless, a consistent community view that the Order is a preventative measure that impacts on community expectation and is likely to improve community behaviour, appears widespread.

- This report recommends updates to the Public Space Protection Order as set out in the Recommendation above. The updates recommended reflect national standards that provide a framework within which whole communities can enjoy facilities whilst being mindful of other users with different goals.

3. Outcomes/outputs

3.1 Council Enforcement Officers provide a reactive monitoring and enforcement service. The application of Public Space Protection Orders provides West Devon communities with reassurance that there is a properly resourced mechanism in place to address dog related anti-social behaviour on lands within the Borough accessible to the public.

3.2 The Public Space Protection Order will provide the Localities Team with a uniform set of standards across the Borough that will make enforcement straightforward.

3.3 The Localities Team have received enforcement training that allows them to issue Fixed Penalty Notices for offences under the Anti-social Behaviour, Crime and Policing Act 2014. Some refresher training has been scheduled (postponed due to COVID19) to bring the team up to date with current procedures and giving officers authorisation to ask for offenders names and addresses.

3.4 Fines for Fixed Penalty Notices for dog offences are set at £100.00 per offence. Effectiveness of the Public Space Protection Orders can be measured through community satisfaction surveys on neighbourhood cleanliness (fewer complaints about dog fouling and out of control dogs) and income from fines.

3.5 Consultation with the Police – response from local policing body and the office of the Chief of Police respectively indicate support for a Borough wide standard.

4. Options available and consideration of risk

4.1 To apply a Public Space Protection Order, the Council must be satisfied on reasonable grounds that doing so is necessary to prevent:

- Occurrence or recurrence of the activities identified in the Order, or
- An increase in the frequency or seriousness of those activities after that time.

4.2 The nature of the anti-social behaviour with regard to dog controls covers activities that have taken place or are likely to take place that have

had or will have a detrimental effect on the quality of life of those in the locality.

4.3 S.18 of the Clean Neighbourhoods and Environment Act 2005 remains in force. It relates to litter offences and states: *A person is guilty of an offence if he throws down drops or otherwise deposits any litter in any place in the area of a principal litter authority which is open to the air to which the public has access with or without payment.*

- If we chose not to apply a Public Space Protection Order, we can be satisfied that we would be able to use this 2005 Act to address dropped poo bags but it is uncertain that s18 of the Act could also be relied on by the Council where a person failed to clean up after their dog.
- There is no other relevant legislation in place to address dogs on leads, or on leads by direction or dog exclusions.

4.4 The following options were considered:

- Withdraw the Public Space Protection Order from sites where there are relevant Town and Parish by laws in place.

Town and parish Councils have limited jurisdiction to tackle environmental crime and are permitted only to pursue enforcement action for littering, graffiti and fly posting. Towns and Parishes rely on the Borough Council for enforcement action to tackle dog related offences.

- Withdraw the Public Space Protection Order from all privately owned sites in favour of allowing landowners to manage dog related issues themselves.

This is a possible option on sites where landowners actively manage sites and wish to impose a restriction that is above the recognised standard for the site. Not applying a Public Space Protection Order in these circumstances makes the landowner directly responsible to the local community for a potentially controversial decision on levels of restriction.

Leaving a generic PSPO in place does not prevent a landowner imposing a higher local restriction on privately managed sites.

- Withdraw the Public Space Protection Order on the basis that the majority of dog owners act responsibly and there is no need for controls.

This may lead to the very small percentage of irresponsible dog owners allowing their dogs to run out of control and not picking up after them. There may also be a danger, as a consequence of such behaviour in one area, problems may escalate more generally. The level and nature of consultation feedback indicates that communities would find this unacceptable.

- Applying the recommendations as stated will reflect the majority view and reduce risk to a minimum.

5. Proposed Way Forward

5.1 To apply the Public Space Protection Order, attached at Appendix 1 as recommended based on evidence of need, following a data analysis of the consultation feedback and consideration of related complaints received (please see Appendix 2: West Devon feedback).

5.2 This will have a positive impact as described above, giving West Devon’s communities assurance that there is a robust mechanism in place to address dog related anti-social behaviour on lands within the Borough accessible to the public.

5.3 There will be a negative impact on communities and on the Borough Council’s reputation if the orders are not adequately enforced.

5.4 Mitigation lies in maintaining the enforcement team at full strength with competent Mobile Locality Officers and Environmental Protection Officers actively engaged in dog enforcement in the Borough.

6. Implications

Implications	Relevant to proposals Y	Details and proposed measures to address
Legal/Governance	Y	<p>Under the Anti-social Behaviour, Crime and Policing Act 2014 (chapter 2 Public spaces protection Orders) the Borough Council may make a Public Space Protection Order if satisfied on reasonable grounds that:</p> <ul style="list-style-type: none"> • activities carried on in a public place within the authority’s area have had a detrimental effect on the quality of life of those in the locality, or it is likely that activities will be carried on in a public place within that area and that they will have such an effect. Further, • the effect, or likely effect, of the activities is, or is likely to be of a persistent or continuing nature • the effect, or likely effect, of the activities is, or is likely to be, such as to make the activities unreasonable, and • the effect, or likely effect, of the activities justifies the restrictions imposed by the notice. <p>Any restrictions or prohibitions that are to be imposed must be both reasonable and aimed at preventing or reducing the risk of the detrimental</p>

		effect continuing. As indicated above, the decision to apply a Public Space Protection Order is discretionary but the consequence of not extending the current Public Space Protection Order may lead to the very small percentage of irresponsible dog owners allowing their dogs to run out of control and not picking up after them.
Financial implications to include reference to value for money	N	Public Space Protection Order enforcement is provided by the Localities team and is cost neutral with no additional revenue or capital expenditure, in as much as the cost of the service is met by the existing revenue budget and there is no budget pressure for implementation. There are no costs associated with advertising the Order.
Risk	Y	Applying the Public Space Protection Order requires the Borough Council to support them through enforcement. Poor enforcement performance will lead to customer dissatisfaction which will impact on the Borough Council's reputation. The Council will need to have due regard to its existing enforcement policy in terms of dealing with complaints of non-compliance with the Public Space Protection Order. The Council will have to monitor the resources required to ensure compliance with the Public Space Protection Order and consider this in any future review.
Supporting Corporate Strategy	Y	Environment and Wellbeing
Climate Change - Carbon / Biodiversity Impact	N	No direct carbon/biodiversity impact arising from the recommendations
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	Registered blind and other relevant disabilities are exempt from the Orders.
Safeguarding	N	There are no Safeguarding implications

Community Safety, Crime and Disorder	Y	There is potentially a positive impact on levels of environmental crime.
Health, Safety and Wellbeing	Y	A clean environment promotes wellbeing
Other implications	Y	<p>Human Rights - In deciding whether to make a public space protection order and if so, what it should include, the Council must have particular regard to the rights of freedom of expression and freedom of assembly set out in articles 10 and 11 of the European Convention on Human Rights.</p> <p>Environmental Impact Assessment - An extension of the generic Public Space Protection Orders – Dog Control Articles will continue to be a positive effect on local environmental quality through continued enforcement against dog fouling.</p>

Supporting Information

Appendices:

Appendix 1: West Devon Borough Council Public Space Protection Order 2020

Appendix 2: West Devon feedback

WEST DEVON BOROUGH COUNCIL

The Anti-Social Behaviour Crime and Policing Act 2014

Public Spaces Protection Order 2020

Control of Dogs

This Order is made by West Devon Borough Council (“The Council”) under the Anti-Social Behaviour, Crime and Policing Act 2014 Section 59 (“the Act”) and remains in force for a period of 3 years from the date of the Order.

1. This Order relates to:

- (i) All land which is in the administrative area of the Council and which is open to the air (which includes land that is covered but open to the air on at least one side) and to which the public are entitled or permitted to have access (with or without payment), (“the restricted area”)

Except

- (ii) land that is placed at the disposal of the Forestry Commissioner under section 39(1) of the Forestry Act 1967.

2. The Council is satisfied that the two conditions below have been met, in that:

- (i) Activities carried out in the restricted area as described below, have had a detrimental effect on the quality of life of those in the locality, or it is likely that these activities will be carried on in the public places and that they will have such an effect. The said activities being dog fouling, dog(s) off leads, dogs in exclusion areas.
- (ii) The effect or the likely effect of the activities described above, is, or is likely to be of a persistent or continuing nature, is, or is likely to be such as to make the activities unreasonable, and justifies the restrictions imposed by the Order.

.../2

BY THIS ORDER

3. The effect of this Order is to impose the following prohibitions and/or requirements at all times:

In the restricted area any person who does not comply with the following requirements commits an offence:

A. Fouling

1. If, at any time in the restricted area, as indicated in Schedule 1A below, a person who is in charge of the dog at the time (or if a minor, the person responsible for the dog) fails to carry the means (dog bags or other container) to collect dog waste.
2. If, at any time in the restricted area, as indicated in Schedule 1A below, a dog defecates and a person who is in charge of the dog at the time (or if a minor, the person responsible for the dog) fails to remove the faeces from the land forthwith and properly dispose of it, that person shall be guilty of an offence unless:
 - (i) He/she has reasonable excuse for failing to do so: or
 - (ii) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

For the purposes of this article:

- a. A person registered as blind in a register compiled under section 29 of the National Assistance Act 1948 shall not be guilty of an offence if they are alone with the dog and unable to remove the faeces;
- b. A person with a disability which affects his mobility, manual dexterity, physical coordination or ability to lift and who relies for assistance on a dog trained by a prescribed charity shall not be guilty of an offence if they are alone with the dog and unable to remove the faeces. A "prescribed charity" is:
 - Dogs for the Good (Registered Charity no. 1092960)
 - Support Dogs (Registered Charity no. 1088281)
 - Canine Partners for Independence (Registered Charity no. 803680)
- c. Taking the faeces away from the land for proper disposal elsewhere or placing the faeces in a receptacle on the land, either a litter bin or dog waste bin, shall be sufficient removal from the land.
- d. Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces.

.../3

- e. A person who habitually has a dog in his/her possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

B. Dogs on Leads

If, at any time, on any land to which this article applies and designated as a Dogs on Leads Area as detailed in Schedule 1B below, a person does not keep the dog on a lead unless:

- (i) He/she has reasonable excuse for failing to do so: or
- (ii) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so.
- (iii) Failing to have a lead in his/her possession at the time shall not be a reasonable excuse for failing to do so.

For the purposes of this article a person who habitually has a dog in his/her possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

C. Dogs on Leads by direction

If, at any time in the restricted area a specified in Schedule 1C below, a person in charge of a dog (or if a minor, the person responsible for the dog) does not comply with a direction given to him/her by an authorised officer of the Authority to put and keep the dog on a lead, unless:

- (i) He/she has a reasonable excuse for doing so; or
- (ii) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.
- (iii) Failing to have a lead in his/her possession at the time shall not be a reasonable excuse for failing to do so.

For the purposes of this article a person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.

An Authorised Officer of the Council or a Police Officer may only give a direction under this Article to put and keep a dog on a lead if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog is likely to cause annoyance or disturbance to any other person (on any land to which this Article applies) or the worrying or disturbance of any animal or bird.

D. Dog Exclusion Areas

If, at any time, on any land to which this article applies as specified in Schedule 1D below, a person in charge of a dog takes the dog onto, or permits the dog to enter or to remain, on any land to which this article applies unless:

- (i) He/she has a reasonable excuse for doing so; or
- (ii) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

Nothing in this article applies to a person who:

- a. Is registered a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
 - b. Relies upon an assistance dog that is with him/her and which has been trained by a registered charity to perform that role; or
 - c. Is in charge of a dog for the time being employed for purposes in relation to agriculture, hunting, pest control, the police or rescue services.
4. For the purpose of this article a person who habitually has a dog in his/her possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.
5. A person who is guilty of an offence under this Order shall be liable on summary conviction to a fine not exceeding Level 3 on the standard scale or a fixed penalty notice of £100.00

Liability to conviction for the offence may be discharged by the payment of a fixed penalty notice issued by an authorised officer or police officer. The amount of the fixed penalty notice shall be £100.00 and it shall be payable to West Devon Borough Council.

Where a fixed penalty notice is issued no proceedings will be taken for the offence before the end of the period of 14 days following the date of the notice. The person served may not be convicted of the offence if the fixed penalty notice is paid before the end of the 14 day period.

An authorised officer means an employee of the Council, or other person who is authorised in writing by the Council, or a Police Officer for the purpose of giving directions or carrying out enforcement under this Order.

SCHEDULE 1

A. Fouling

1. Subject to the exception in 1(ii) above relating to Forestry Commission land, this article applies to all land which is in the administrative area of the Council and which is:
 - Open to the air (which includes land that is covered but open to the air on at least one side); and
 - To which the public are entitled or permitted to have access (with or without payment).

B. Dogs on leads

1. This article applies to all areas covered by Rule 56 of the Highway Code i.e., on the road, or on the pavement, or on a path shared with cyclists or horse riders
2. Areas with retail premises designated as zone 1 under the Environmental Protection Act 1990 i.e., where there are 2 or more commercial / shop premises
3. Car Parks
4. Cemeteries and Churchyards
5. Any fenced, hedged or walled pond, area of water or nature reserve
6. Marked sports fields whilst organised sport is in progress
7. Areas delineated as formal gardens.

C. Dogs on leads by direction

1. Subject to the exception in 1(ii) above relating to Forestry Commission land, this article applies to all land which is in the administrative area of the Council and which is:
 - Open to the air (which includes land that is covered but open to the air on at least one side); and
 - To which the public are entitled or permitted to have access (with or without payment).

D. Dog Exclusion Areas

1. This article applies to all land within the Council’s administrative area comprising:
 - Any fenced, hedged or walled children’s play area
 - Any fenced, hedged or walled bowling green
 - Any fenced, hedged or walled tennis court
 - Any fenced, hedged or walled skateboard or BMX park
 - Any fenced, hedged or walled putting green
 - any sporting or recreational facility pitch when sport is in play.

By resolution of West Devon Borough Council dated:

The Common Seal of the West Devon Borough Council hereunto affixed this
.....day of2020 in the presence of

Andy Bates
Chief Executive and Head of Paid Service

	THE DOWN RECREATION FIELD: Bere Alston NO DOGS	THE DOWN RECREATION FIELD Bere Alston ALL THE TIME	THE DOWN RECREATION FIELD ON LEADS	THE DOWN RECREATION FIELD Bere Alston DURING SPORT	THE DOWN RECREATION FIELD ON LEADS	THE DOWN RECREATION FIELD Bere Alston DOG BAN ON FOOTBALL PITCH	THE DOWN RECREATION FIELD Bere Alston RESTRICTIONS	THE DOWN RECREATION FIELD NO	BERE FERRERS REC FIELD: NO DOGS	BERE FERRERS REC FIELD: LEADS DURING SPORT	BERE FERRERS REC FIELD NO RESTRICTIONS	BERE FERRERS REC FIELD: ON LEADS ALL THE TIME	SIMMONS PARK OKEHA DOGS ON LEADS	SIMMONS PARK OKEHA BANNED FROM PITCHES/PLAY AREAS	SIMMONS PARK NO RESTRICTIONS	SIMMONS PK DOG BAN														
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OKE TC - To request that a specific Dogs on Leads Order is adopted on the Kempley Meadows and Cricket Fields side of Simmons Park, incorporating the playing/pleasure field, children's play areas, Bowling Green, Putting Green and areas used by the College														1																
PLEASE SEE SEPARATE TABLE OF RESULTS FROM BERE FERRERS PARISH COUNCIL																														
THE DOWN RECREATION FIELD: Bere Alston DOGS AT ALL	THE DOWN RECREATION FIELD Bere Alston LEADS ALL THE TIME	THE DOWN RECREATION FIELD ON	THE DOWN RECREATION FIELD Bere Alston DURING SPORT	THE DOWN RECREATION FIELD Alison DOG BAN DURING SPORT	THE DOWN RECREATION FIELD Alison RESTRICTIONS	BERE FERRERS REC FIELD: NO DOGS AT ALL	BERE FERRERS REC FIELD: LEADS DURING SPORT	BERE FERRERS REC FIELD NO RESTRICTIONS	BERE FERRERS REC FIELD: ON LEADS ALL THE TIME	SIMMONS PARK OKEHA DOGS ON LEADS	SIMMONS PARK OKEHA BANNED FROM PITCHES/PLAY AREAS	SIMMONS PARK NO RESTRICTIONS	SIMMONS PK DOG BAN																	
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REPLY	FOR: 30 MPH LEADS	AGAINST: 30 MPH LEADS	FOR: POO BAGS	AGAINST: POO BAGS	FOR: REDUCED BEACH TIMINGS	AGAINST: REDUCED BEACH TIMINGS	FOR: 4 DOG LIMIT	AGAINST: 4 DOG LIMIT
2		X		X		X		X
3		X	X					X
4		X						X
5			X					X
6		X		X		X		X
7		X						
8		X		X			X	
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30		X					X	
31	X		X				X	
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OKE8	X		X				X	
OKE10	X		X					X

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Report to: **Council**

Date: **8 December 2020**

Title: **APPOINTMENTS TO COUNCIL BODIES AND OTHER GROUPS**

Portfolio Area: **Council**

Wards Affected: **All**

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

Date next steps can be taken:
(e.g. referral on of recommendation or implementation of substantive decision) **Immediately following this meeting.**

Author: **Darryl White**
Democratic Services Manager

Contact: darryl.white@swdevon.gov.uk

Recommendations:

That the Council RESOLVES that, with immediate effect and for the remainder of the 2020/21 Municipal Year:

- 1. Cllr J Spettigue be added to the list of Development Management & Licensing Committee Substitute Members for the West Devon Alliance Group;**
- 2. Cllr L Wood replace Cllr R Musgrave as a Member of the Climate Change & Biodiversity Working Group;**
- 3. Cllr R Cheadle replace Cllr R Musgrave as a Member of the Political Structures Working Group; and**
- 4. Cllr M Ewings replace Cllr R Musgrave as a Member of the Waste Working Group.**

1. Executive summary

1.1 For personal reasons, Cllr Musgrave has indicated a wish to step down as a Member from the following Working Groups:

- The Climate Change & Biodiversity Working Group;
- The Political Structures Working Group; and
- The Waste Working Group.

1.2 This report seeks to appoint replacements to each of these Groups with immediate effect and for the remainder of the 2020/21 Municipal Year;

1.3 At the same time, Cllr Cheadle (in his capacity as Group Leader) has requested that the pool of West Devon Alliance Group Substitute Members who can serve on the Development Management and Licensing Committee be increased.

2. Background

2.1 Since appointments to Member Working Groups are not subject to political balance provisions, both Group Leaders (Cllrs Jory and Cheadle) have been invited to submit their nominations;

2.2 Whilst there have been no nominations forthcoming from Cllr Jory, Cllr Cheadle has put forward:

- Cllr Wood to serve on the Climate Change & Biodiversity Working Group;
- Cllr Cheadle to serve on the Political Structures Working Group; and
- Cllr Ewings to serve on the Waste Working Group.

2.3 In addition, Cllr Cheadle has also nominated Cllr Spettigue to be added to the list of appointed Development Management and Licensing Committee Substitute Members.

2.4 Officers can confirm that Cllr Spettigue has attended the necessary training events to ensure that he can serve on the Development Management and Licensing Committee.

3. Options available and consideration of risk

3.1 Increasing the pool of Development Management and Licensing Committee Substitute Members will provide for added resilience to the Committee; and

3.2 A delay on making this decision will result in the Council being under represented on these three Working Groups until the matter of Council appointments (to both formal and informal Member Groups) is due to

be fully re-considered at the next Annual Council meeting to be held on 25 May 2021.

4. Implications

Legal/Governance		It is a function of Full Council to make appointments to Council Bodies and Other Groups.
Financial		There are no additional financial implications directly related to this report
Risk		The risk implications are set out at Section 3.
Comprehensive Impact Assessment Implications		
Equality and Diversity		There are no equality and diversity implications directly related to this report.
Safeguarding		There are no safeguarding implications directly related to this report.
Community Safety, Crime and Disorder		There are no community safety or crime and disorder implications directly related to this report.
Health, Safety and Wellbeing		There are no health, safety and wellbeing implications directly related to this report.
Climate Change & Biodiversity		There are no Climate Change & Biodiversity implications directly related to this report.
Other implications		N/A

Supporting Information

Appendices:

None

Background Papers:

Council Constitution

Annual Council Summons and Minutes – 21 May 2019 Meeting.

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