

Public Document Pack

Mid Devon District Council

Community Policy Development Group

Tuesday, 8 October 2019 at 2.15 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 10 December 2019 at 2.15 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr W Burke
Cllr Mrs C P Daw
Cllr J M Downes
Cllr Mrs I Hill
Cllr B Holdman
Cllr E G Luxton
Cllr Miss J Norton
Cllr C R Slade
Cllr Mrs M E Squires

A G E N D A

Members are reminded of the need to make declarations of interest prior to any discussion which may take place

- 1 **Apologies and Substitute Members**
To receive any apologies for absence and notices of appointment of substitute Members (if any).
- 2 **Declarations of Interest under the Code of Conduct**
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
- 3 **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.

Note: A maximum of 30 minutes is allowed for this item.
- 4 **Minutes of the Previous Meeting (Pages 5 - 10)**
Members to consider whether to approve the minutes of the last meeting of the Group held on 20th August 2019 as a correct record.

The Group is reminded that only those members of the Group present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

5 **Chairmans Announcements**

To receive any announcements that the Chairman may wish to make.

6 **Performance and Risk** (*Pages 11 - 22*)

Group Manager for Performance, Governance and Data Security to provide Members with an update on performance against the corporate plan and local service targets for 2019-2020 as well as providing an update on the key business risks.

7 **Single Equalities Policy and Equality Objective** (*Pages 23 - 34*)

To receive the annual review of the Single Equalities Policy and Equality Objective from the Director of Corporate Affairs and Business Transformation.

8 **Air Quality Action Plan for Cullompton and Crediton** (*Pages 35 - 50*)

The Group to receive a report from Group Manager for Public Health and Regulatory Services providing details of actions taken to improve Air Quality in Cullompton and Crediton.

9 **Strategic Grants and Service Level Agreement Programme 2020-2023** (*Pages 51 - 54*)

To receive a report from the Group Manager for Growth, Economy and Delivery on the Strategic Grants and Service Level Agreement Programme 2020-2023 and to make a RECOMMENDATION to Cabinet on the level of funding

10 **Financial Monitoring**

To consider a verbal report from the Principal Accountant presenting the financial monitoring information for the income and expenditure to date

11 **Community Engagement**

To receive a recommendation by the Audit Committee that the PDG considers the internal auditors recommendation that a Customer Engagement Champion is introduced by the Council.

The minute of the last Audit Committee explains:

“The audit in relation to ‘Community Engagement’ had identified that there were further opportunities to increase customer engagement through a ‘Champion’ and that there should be greater use of ‘plain English’ in all consultation exercises. The Committee expressed concerns that often those that ‘shouted loudest’ were listened to most whilst their opinions may not be truly reflective of the wider population. The Committee felt that all consultation exercises should be truly reflective of the whole district where possible rather than just reflecting

what a small minority thought. It was explained that engaging with those that did not want to come forward with a view was a difficult exercise and significant time and effort would be needed to consider how this could be achieved. However, it was felt that, wherever possible every effort should be made to engage across the wider community as Members had a duty to represent a broad section of the community and not get distracted by a minority view. Whilst it was recognised that instigating a 'Champion' to increase customer engagement would take a great deal of resource, the Audit Committee AGREED that officers should be encouraged to implement this in relevant service areas. The Audit Committee also felt that its wishes should be conveyed to the relevant Policy Development Group and that they should be asked to consider this in relation to their own remit with the aim of ensuring that future consultations be focused on risk / service improvement opportunity and be geographically representative."

12 **Identification of Items for the Next Meeting**

Members are asked to note that the following items are already identified in the work programme for the next meeting:

- Performance & Risk
- 6 Month Leisure Update
- Council Tax/Extreme Hardship
- Use of CCTV Policy & Guidance
- Financial Monitoring
- Draft Budget

Note: This item is limited to 10 minutes. There should be no discussion on the items raised.

Stephen Walford

Chief Executive

Monday, 30 September 2019

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use other forms of social media to report on proceedings at this meeting.

Members of the public are welcome to attend the meeting and listen to discussion. Lift access the first floor of the building is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available. There is time set aside at the beginning of the meeting to allow the public to ask questions.

An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, or

If you would like a copy of the Agenda in another format (for example in large print) please contact Carole Oliphant on:

Tel: 01884 234209

E-Mail: coliphant@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **COMMUNITY POLICY DEVELOPMENT GROUP**
held on 20 August 2019 at 2.15 pm

Present

Councillors C R Slade (Chairman)
W Burke, L J Cruwys, Mrs C P Daw,
Mrs I Hill, B Holdman, E G Luxton,
Miss J Norton and Mrs M E Squires

Apologies

Councillor(s) J M Downes

Also Present

Councillor(s) D J Knowles and R M Deed

Also Present

Officer(s): Andrew Pritchard (Director of Operations), Andrew Busby (Group Manager for Corporate Property and Commercial Assets), Catherine Yandle (Group Manager for Performance, Governance and Data Security), Simon Newcombe (Group Manager for Public Health and Regulatory Services), Jeremy Pritchard (Team Leader - Commercial Team), Philip Langdon (Solicitor), Zoe Lentell (Growth and Regeneration Officer) and Carole Oliphant (Member Services Officer)

15 **APOLOGIES AND SUBSTITUTE MEMBERS (00.00.36)**

Apologies were received from Cllr J Downes who was substituted by Cllr L Cruwys.

16 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00.00.47)**

There were no declarations made.

17 **PUBLIC QUESTION TIME (00.01.02)**

Members of the public present did not ask any questions.

18 **MINUTES OF THE PREVIOUS MEETING (00.01.24)**

The Minutes of the Meeting held on 25th June 2019 were approved as a correct record and **SIGNED** by the Chairman.

19 **CHAIRMAN'S ANNOUNCEMENTS (00.02.08)**

The Chairman informed the Group of the opening of the new High-tech indoor cycle studio at the Exe Valley Leisure Centre.

20 MEETING MANAGEMENT (00.02.51)

The Chairman indicated that he intended (with the Groups approval) to take agenda item number 9 (CTF Fund Summary 2018-2019) as the next item of business.

21 CTF FUND SUMMARY 2018-2019 (00.03.06)

The Group had before it, and **NOTED**, a *report of the Head of Planning, Economy and Regeneration presented by the Growth and Regeneration Officer who explained that the Communities Together Fund had been closed for 2019/2020.

She explained that the fund was administered by MDDC on behalf of Devon County Council (DCC) with a 10% contribution from MDDC. In March 2019, DCC announced its decision to discontinue the Communities Together Fund and introduced the following alternatives:

- Crowdfund Devon (Extra Funding for Devon)
- Doing What Matters (Community Grants Fund)
- Making the Connection

The Chairman encouraged all Members present to actively promote the new schemes to Parish Councils within their wards.

NOTE: *Report previously circulated and attached to the minutes.

22 CABINET MEMBER FOR COMMUNITY WELLBEING (00.04.55)

The Group had before it, and **NOTED**, a *report of the Cabinet Member for Community Well-Being who outlined the contents of his report and stated that since becoming Cabinet Member it had been a steep learning curve.

He highlighted the key points of the report including:

- Strategic Grants
- ICT Services – Desktop operating systems upgraded to Windows 10
- Land Charges – New burdens funding available
- Leisure – 100% response rate for Facebook and SWIMTAG remains popular
- Public Health – Record number of food inspections
- Introduction of a noise app and a key emergency planning exercise

He explained to the Group that he had attended the Police and Crime Panel in Plymouth and had highlighted to the Panel the issues of the numbers of police on the streets and the opening of local police stations to the public. In response to direct requests from Members he confirmed that he would raise the issues of rural crime, county lines and the large area's that Mid Devon Police had to cover at the next meeting of the Panel.

In response to a question about the Air Quality Report, the Director of Operations confirmed that the Council had a statutory duty to produce plans in areas where air quality standards had been breached. Crediton and Cullompton had breached the

prescribed limits but Tiverton had not which was the reason that there was no plan produced for Tiverton. The Group Manager for Public Health and Regulatory Services highlighted that a detailed update report on the Air Quality Action Plan covering Crediton and Cullompton was planned for the next PDG meeting.

NOTE: *Report previously circulated and attached to the minutes.

23 **PERFORMANCE & RISK (00.17.42)**

The Group had before it, and **NOTED**, the Performance and Risk *report from the Group Manager for Performance Governance and Data Security who stated that this was the first report detailing the 2019/2020 performance.

She explained to Members that the reports could be adjusted to accommodate additional performance measures if these were requested by the Group.

NOTE: *Report previously circulated and attached to the minutes.

24 **CCTV ANNUAL UPDATE (00.20.23)**

The Group had before it, and **NOTED**, an update *report and an action plan detailed in section 7 of the report on the Tiverton Town Centre CCTV System presented by the Group Manager for Corporate Property and Commercial Assets.

He outlined the contents of the report and informed the Group that there were currently 26 cameras in Tiverton town centre and when the system was upgraded in 2016 partners, including the police, had been asked to comment on the location of the cameras.

He explained that at the Environment PDG on 6th August a public question had been received regarding the viability of installing mobile CCTV cameras that could be used for enforcement purposes, specifically littering in West Exe Recreational Ground, Tiverton. He explained that the cost of providing one unit would be in the region of £4k but there was a possibility of a free trial.

The Director of Operations explained that arranging the free trial of a mobile camera was something that could be achieved quite quickly but the Council would first need to ensure that it had a Policy on the deployment of such cameras that was compliant with data protection legislation and the latest guidance. He explained that the Council was not able to install cameras in public parks where children played without a robust Policy in place and it would need to investigate how any footage obtained could be used for environmental enforcement purposes.

The Group discussed the ongoing issues at West Exe Recreational Ground in Tiverton and **AGREED** that a Use of CCTV policy, detailing the governance around the use of mobile cameras in practice, and compliance to the latest guidance should be developed. The Group **AGREED** that the development of a Policy and an update to procedures should be added to the Groups work programme and be presented to the Group for consideration at a future meeting.

In response to a question regarding the provision of CCTV in Crediton and Cullompton the Group Manager for Corporate Property and Commercial Assets

explained that they could consider this as part of the assessment of the current CCTV provision that the Property Services team were due to conduct. The Leader of the Council explained that it would be critical that all parties in Crediton and Cullompton that would benefit from additional CCTV should contribute to the cost of systems.

NOTE: *Report previously circulated and attached to the minutes.

25 **REGULATION OF INVESTIGATORY POWERS (00.33.27)**

The Group received the annual *review of Regulation of Investigatory Powers from the Director of Corporate Affairs and Business Transformation presented by the RIPA Co-ordinating Officer.

There were no issues or queries raised by Members and therefore:

It was resolved

- (1) To **RECOMMEND** to the Cabinet to approve the reviewed Regulation of Investigatory Powers procedure the revised RIPA policy including the new annex on social media/internet research.
- (2) that officers draft a policy on covert surveillance for non-RIPA cases to be submitted for approval and
- (3) to note the contents of the Report

(Proposed by the Chairman).

NOTE: *Review previously circulated and attached to the minutes.

26 **PUBLIC HEALTH UPDATE (00.35.29)**

The Group received a presentation from the Group Manager for Public Health and Regulatory Services outlining the remit of the Public Health Service that was relevant to the Community PDG. This included:

- An overview of the service with a range of statutory functions
- The gross budget for the service and the number of staff with a breakdown of revenue and capital expenditure relevant to the PDG
- Food inspections - Which premises were require registration and inspection and BREXIT implications around approved premises and food imports/exports
- 93% of food premises in Mid Devon were broadly compliant
- A record number of food interventions in 2018/2019
- Food Hygiene Rating Scheme – 96% rated good or very good. It was not mandatory to display the scores in England

- Infectious Disease Notifications – The team received about 120 instances per annum
- Health & Safety Inspections- Looking for controls in place to prevent accidents and near misses
- Private Water Supplies –The majority were single domestic premises but also a number of larger domestic and commercial supplies required risk assessment
- Air Quality Management – The need to adopt an air quality management plan in areas which breached standards of air quality
- Emergency Planning – Included the requirement to have response and recovery plans and conduct training exercises
- Community safety – Includes the Community Safety Partnership and anti-social behaviour
- Other duties including land contamination, unsanitary premises, pest control and hoarding
- Support to other service areas including public health burials, corporate risk work and corporate health and safety

The Group had a discussion about the Food Hygiene Rating Scheme and expressed a concern that high performing premises that required less frequent inspections could see their standards slip but it not be investigated for a long period of time.

27 IDENTIFICATION OF ITEMS FOR THE NEXT MEETING (01.21.22)

No additional items were identified

(The meeting ended at 3.37 pm)

CHAIRMAN

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**COMMUNITY PDG
8 OCTOBER 2019:**

PERFORMANCE AND RISK REPORT

Cabinet Member Cllr Dennis Knowles
Responsible Officer Director of Corporate Affairs & Business Transformation,
Jill May

Reason for Report: To provide Members with an update on performance against the corporate plan and local service targets for 2019-20 as well as providing an update on the key business risks.

RECOMMENDATION: That the PDG reviews the Performance Indicators and Risks that are outlined in this report and feeds back areas of concern to the Cabinet.

Relationship to Corporate Plan: Corporate Plan priorities and targets are effectively maintained through the use of appropriate performance indicators and regular monitoring.

Financial Implications: None identified

Legal Implications: None

Risk Assessment: If performance is not monitored we may fail to meet our corporate and local service plan targets or to take appropriate corrective action where necessary. If key business risks are not identified and monitored they cannot be mitigated effectively.

Equality Impact Assessment: No equality issues identified for this report.

Impact on Climate Change: No impacts identified for this report.

1.0 Introduction

- 1.1 Appendix 1 provides Members with details of performance against the Corporate Plan and local service targets for the 2019-20 financial year. The PDG is invited to suggest measures they would like to see included in the future for consideration.
- 1.2 Appendix 2 shows the section of the Corporate Risk Register which relates to the Community Portfolio. See 3.0 below.
- 1.3 Appendix 3 shows the profile of all risks for the Community Portfolio.
- 1.4 The Community PDG agreed that the performance indicators for Leisure would be provided in Part II to allow Members to review performance without risk to the Leisure business. This information is included as Appendix 4
- 1.5 All appendices are produced from the corporate Service Performance And Risk Management system (SPAR).

2.0 Performance

- 2.1 **Regarding the Corporate Plan Aim: Promote physical activity, health and wellbeing:** The play area in Palmerston Park will be closed to allow contractors to carry out a make-over of the community space. Mid Devon District Council is investing around £25,000 to fund the improvements, with the money coming from developer contributions.
- 2.2 **Other:** MDDC has applied for £1.2 million of Government funding to support the regeneration of Cullompton's historic town centre. The Council submitted the bid to Historic England for a share of the High Streets Heritage Action Zone, under the Government's High Streets Programme. MDDC has successfully passed the first stage and will now need to submit a full programme design by January 2020 in discussion with Historic England.
- 2.3 MDDC's website was upgraded from 1 July we are now addressing our other websites for accessibility i.e. Culm Garden Village, NMD Building Control and Leisure. Advice is being given to Town and Parishes regarding their websites.

3.0 Risk

- 3.1 Risk reports to committees include strategic risks with a current score of 10 or more in accordance. (See Appendix 2)
- 3.2 Operational risk assessments are job specific and flow through to safe systems of work. These risks go to the Health and Safety Committee biannually with escalation to committees where serious concerns are raised.
- 3.3 The Corporate risk register is regularly reviewed by Group Managers' Team (GMT) and Leadership Team (LT) and updated as required.

4.0 Conclusion and Recommendation

- 4.1 That the PDG reviews the performance indicators and risks for 2019-20 that are outlined in this report and feedback any areas of concern to the Cabinet.

Contact for more Information: Catherine Yandle, Group Manager Performance, Governance and Data Security ext 4975

Circulation of the Report: Leadership Team and Cabinet Member

Corporate Plan PI Report Community

Monthly report for 2019-2020
 Arranged by Aims
 Filtered by Aim: Priorities Community
 Filtered by Flag: Exclude: Corporate Plan Aims 2016 to 2020
 For MDDC - Services

Key to Performance Status:

Performance Indicators:	No Data	Well below target	Below target	On target	Above target	Well above target
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* indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Community																	
Priorities: Community																	
Aims: Other																	
Performance Indicators																	
Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Compliance with food safety law</u>	85% (5/12)		90%	93%	93%	92%	93%	93%								Simon Newcombe	

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Community PDG Risk Management Report - Appendix 2

**Report for 2019-2020
For Community - Cllr Dennis Knowles Portfolio
Filtered by Flag: Include: * Corporate Risk Register
For MDDC - Services**

Not Including Risk Child Projects records, Including Mitigating Action records

Key to Performance Status:

Mitigating Action:

Milestone Missed	Behind schedule	On / ahead of schedule	Completed and evaluated	No Data available
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Risks: No Data (0+) High (15+) Medium (6+) Low (1+)

Community PDG Risk Management Report - Appendix 2

Risk: Cyber Security Inadequate Cyber Security could lead to breaches of confidential information, damaged or corrupted data and ultimately Denial of Service. If the Council fails to have an effective ICT security strategy in place.

Risk of monetary penalties and fines, and legal action by affected parties

Service: I C T

Mitigating Action records						
Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
Completed and evaluated	Email and Protective DNS	ICT have applied the all levels of the government secure email policy, which ensures secure email exchange with government agencies operating at OFFICIAL. PSN DNS has been configured at the Internet gateway, which ensures the validity of websites and	Alan Keates	06/06/2019	17/09/2019	Fully effective(1)

Community PDG Risk Management Report - Appendix 2						
Mitigating Action records						
Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
		blocks known sites.				
Completed and evaluated	Information Security Policy in place, with update training	Information Security Policy reviewed. LMS (online policy system) included in induction.	Catherine Yandle	22/10/2015	17/09/2019	Fully effective(1)
On / ahead of schedule	Regular user awareness training	Staff and Member updates help to reduce the risk	Alan Keates	03/01/2019	17/09/2019	Satisfactory (2)
Completed and evaluated	Technical controls in place	Required to maintain Public Sector Network certification	Alan Keates	03/01/2019	17/09/2019	Fully effective(1)
Current Status: High (20)		Current Risk Severity: 5 - Very High		Current Risk Likelihood: 4 - High		
Service Manager: Alan Keates						
Review Note: See mitigating actions.						

Community PDG Risk Management Report - Appendix 2

Risk: Health and Safety Inadequate Health and Safety Policies or Risk Assessments and decision-making could lead to Mid Devon failing to mitigate serious health and safety issues

Service: Human Resources

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
Completed and evaluated	Risk Assessments	Review risk assessments and procedures to ensure that we have robust arrangements in place. In progress ready for September reports.	Michael Lowe	28/05/2013	15/11/2018	Fully effective(1)

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Service Manager: Michael Lowe

Review Note: Whilst there is an improvement in procedures the safety reviews carried out still show further work is required in implementing these into the work place

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Risk Matrix Community Appendix 3

Report For Community - Cllr Dennis Knowles Portfolio Current settings

Risk Likelihood	5 - Very High	No Risks	No Risks	No Risks	No Risks	No Risks
	4 - High	No Risks	No Risks	No Risks	No Risks	1 Risk
	3 - Medium	No Risks	1 Risk	2 Risks	No Risks	No Risks
	2 - Low	No Risks	3 Risks	12 Risks	1 Risk	1 Risk
	1 - Very Low	1 Risk	No Risks	No Risks	No Risks	No Risks
		1 - Very Low	2 - Low	3 - Medium	4 - High	5 - Very High
		Risk Severity				

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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COMMUNITY PDG 8 OCTOBER 2019

EQUALITY POLICY

Cabinet Members: Cllrs Nikki Woollatt and Dennis Knowles
Responsible Officer: Catherine Yandle, Group Manager for Performance, Governance and Data Security

Reason for Report: To remind Members of the Council's statutory duties under the Equality Act 2010, and to seek Members' approval for the revised Equality Policy and Equality Objectives.

RECOMMENDATION(S): That Members recommend to Cabinet that they approve the Equality Policy together with the Equality Objectives for 2019-21.

Relationship to Corporate Plan: The Equality Objectives reflect the Corporate Plan aims under the Community and Corporate priorities.

Financial Implications: The Equality Policy does not have any financial implications itself beyond those identified in individual service's equality impact assessments.

Legal Implications: Not complying with the Council's statutory duties with regard to equality could open the Council to legal challenge.

Risk Assessment: Approving the Equality Policy and Equality Objectives reduces the risk of legal challenge.

Equality Impact Assessment: Equality issues are the subject of this report.

1.0 Introduction

- 1.1 Under the Equality Act 2010 local authorities have a duty to have 'due regard' to:
- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 1.2 The way a local authority shows it has 'due regard' is by evidencing how Single Equality Policy indicates how this should be done. (Appendix A attached).
- 1.3 Case law over the last few years has clarified that considerations of equality should not only be placed at the centre of policy development but that bodies subject to the Public Sector Equality Duty, of which we are one, must apply this duty to the carrying out of any functions of a public body not just statutory functions.

1.4 Local authorities also have specific duties under the Act to publish Equality Information annually and 'Equality Objectives' at least every four years. The Equality Information is available on the Mid Devon District Council website Equality pages.

2.0 Equality Objectives

2.1 The Council's 'Equality Objective' set last year was to review the work of, and work towards the revival of, the Corporate Equalities Group.

2.2 Since this objective was set we have attended Devon County Council's Equality Reference Group as an observer, incorporated the objective into the Communication Engagement Strategy approved by Cabinet in January 2019 and included it as an "action" in the Annual Governance Statement (AGS) 2018-19 Action Plan. Progress on the AGS Action Plan is reported to every Audit Committee meeting. We have also reviewed how we collect equalities feedback from customers.

2.4 With the Committee's approval one Equality Objective for 2019-21 will be to continue this work.

2.5 An additional proposed objective is to look in more depth at issues in relation to specific Protected Characteristics in turn, this will necessarily take more than one year. We propose to start with mental health issues which will not only contribute to the work to reduce staff sickness absence but also with work for the wider community such as Dementia awareness.

3.0 Conclusion

3.1 That the Community PDG recommends to Cabinet that they approve the Equality Policy together with the Equality Objectives for 2019-21.

Contact for more Information: Catherine Yandle, Group Manager for Performance, Governance and Data Security

Circulation of the Report: Members of Community PDG, Cabinet Members, Leadership Team

Equality Policy

Mid Devon District Council's Equality Policy sets out how we are working to implement the equality duties that are set out in the Equality Act 2010.

Section 149 of the Act imposes a duty on 'public authorities' and other bodies when exercising public functions to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

These are the three aims of the general equality duty.

1.0 Our Vision

Mid Devon District Council is committed to providing quality services delivered in a fair and equitable way and to promoting good relations between different groups within the community. We value the positive contribution that all our residents bring to the district, and want to work with individuals and groups to continue to improve our services and to promote equality.

2.0 How will we achieve this?

In order to achieve our vision we will:

- Seek to understand the needs of our community
- Know our customers and their specific needs
- Involve the community in changes that might affect them
- Develop services that can respond to the requirements of different residents
- Develop an inclusive working environment
- Ensure equality in procurement and commissioning
- Promote equality through working with others
- Recognise the needs of specific equality groups

3.0 Understanding our community

In order to develop services that meet people's needs we must first of all understand our community. The following gives a brief profile of the district. The data comes from Devon County Council's Joint Strategic Needs Assessment published in June 2018.

An equality profile of Mid Devon

Mid Devon is a rural district lying equidistant between the north and south coasts. It has three principle towns, Tiverton, Cullompton and Crediton, serving an extensive rural hinterland.

Population

The population of Mid Devon is around 80,600, 49% male and 51% female. Those over 65 make up 23.3% of the population compared to an English average of 18.0%. A significant proportion of young people move out of the area for education or work. 4.9% of school children do not speak English as their first language.

The key issues for the population of Mid Devon are:

Economy

Mid Devon is an area of low unemployment, but jobs tend to be poorly paid and low skilled. There are a high proportion of part-time and self-employed workers. Over a third of the resident population commutes out of the District for work, particularly from the Crediton and Cullompton areas. In 2016 9.1% of the working-age population were receiving benefits compared to 11.1% for England as a whole. With 1.0% claiming out of work benefit in 2016/17.

Housing

House prices have more than doubled in the last ten years, far outstripping local average wages. The average house price in 2015 was £233,123, representing nearly 10 times the average full time wage. The situation is considerably worse in the rural areas of the District. Mid Devon compares poorly for the index of deprivation concerning barriers to housing and services. There is also an increasingly aging population who require support to live in their own homes, and suitably adapted accommodation when they are unable to manage on their own.

Crime

Mid Devon is an area of low crime. The incidence of all major crime (theft, burglary, violent crime) is well below national averages. However concerns about crime and anti-social behaviour remain high particularly amongst the most vulnerable.

Education

Most Mid Devon schools perform well against national averages, in 2017 69.9% of pupils achieved 5 GCSE or equivalent at grades A* - C including English and Maths 56.3% for England as a whole. However the index of deprivation for education for the population as a whole was worse than the English average.

Access

In a rural district access to vital services can be a significant problem for some people, particularly those on low income. Over half of rural parishes do not have a post office, and access to scheduled public transport is a problem in many areas, including the edges of market towns. Despite regional programmes to increase speeds, broadband speeds remain low in many rural areas limiting the growth of home-based businesses and increasing the digital divide.

Health

The residents of Mid Devon are generally healthier than the rest of the population. Life expectancy is higher than the national average both for men and women, and mortality rates for all major diseases are lower. However there is a growing proportion of over 75s who will put increasing demands on health and social care services, and a number of people with physical, sensory and learning disabilities whose needs, and those of their carers, must be met. 5.72% of the over 60s are estimated to suffer from dementia.

Multiple disadvantage

Although Mid Devon generally rates well in national statistics, small parts of Tiverton, Cullompton and Crediton do disproportionately badly for income, education, skills and training when compared to other areas nationally. However Mid Devon had a lower than average index of multiple deprivation in 2015 at 17.548 compared to the overall score for England of 21.778.

Similarly, some people in Mid Devon, because of their condition or circumstances, are more vulnerable to disadvantage and poor health outcomes than the rest of the population. This may be due to their age, gender, physical, sensory or learning disability, mental illness, sexuality, race, religion or social circumstances. There are a variety of organisations that provide support to these individuals and their families, including education and training providers, health and social care agencies, employers, voluntary sector organisations.

Equality Priorities

From this profile the Council recognises that there are three main equality priorities for the district:

1. Meeting the needs of an aging population
2. Overcoming the problems faced by vulnerable individuals caused by rural isolation
3. Overcoming the effects of multiple disadvantage in families with complex needs.

4.0 Knowing our customers – equality monitoring

Mid Devon District Council believe that it is important to know who uses our services. By comparing this with what we know about the community as a whole, we can see if there are any groups who are under-represented, highlighting where there may be barriers to overcome.

We monitor the complaints we receive to identify whether any equality issues are believed to have contributed to the complaint or problem. This is done by asking the customer a few optional questions when they call in to make a complaint.

The equality information collected can be used to:

- review service delivery
- compare our performance over time
- assist in the development of services in line with people's needs
- monitor the impact of any service changes.

In line with current legislation we will publish relevant equality information, this information includes:

- an equality profile of the district and
- workforce information.

5.0 Involving the community

As part of our commitment to good consultation, the Communications and Engagement Strategy and Action Plan were reviewed and approved during 2018/19. The Council is keen to make sure that people from different equality groups take part in consultation, and will try to find the most appropriate way to consult with them according to their needs.

Mid Devon District Council will:

- work with groups representing the interests of people from different equality groups to get feedback on proposed service changes particularly relevant to them
- develop and support forms of consultation that are appropriate to the communication needs of different groups within the community
- monitor and assess the consultation methods used and where necessary adapt them to meet the needs of different participants
- publish the results of these consultations and feed them back into our decision-making processes in an open and responsible way.

Customer feedback

Mid Devon District Council positively welcomes feedback. We want to ensure residents' views, whether positive or negative, are noted and their concerns are addressed. We are aware that the Council's formal feedback process may be inaccessible to those sections of the community who have difficulties in accessing services. The Council encourages helper organisations to act as advocates for a complainant if necessary.

6.0 Developing responsive services

A primary factor in making a service accessible is providing information and advice in a usable and convenient format.

We seek to ensure that all users:

- know about the relevant services they might need
- are given support where necessary i.e. with completing forms
- are confident about using and contacting a service and, if necessary, complaining about it.

We will do this by:

- communicating clearly both internally and externally
- providing information in plain English
- making as many services as internet accessible as possible
- offering information in different formats on request
- providing interpretation and translation services where possible
- ensuring that buildings that are open to the public, including leisure and community facilities, can be accessed and used by all residents
- making sure that our employees are trained and supported to deliver the highest possible levels of customer service in line with this policy.

Changing services and policies

Mid Devon District Council has a responsibility to assess the likely impact on residents and employees of policies or services it is proposing to change or introduce before they are adopted. This is to make sure that any changes do not disproportionately affect any particular group, and any adverse impacts can be reduced as much as possible.

Policies, in particular, are frequently adapted or replaced to reflect changes in the legal, social and political environment. Our objective is to build equality and diversity into the policy making process and to make that process clear, open and inclusive.

The Council undertakes detailed Equality Impact Assessments on those changes most likely to impact on the wellbeing of certain individuals or groups. The impact assessment process asks how the service or policy affects the different groups in the community. Each Equality Impact Assessment includes an action plan for describing what actions can be taken to mitigate any negative impacts identified. The template includes the consideration of rurality which is identified as a specific problem in Mid Devon.

7.0 Developing an inclusive working environment

The Council considers equality and diversity in all aspects of employment, from advertising vacancies, recruitment and selection, terms and conditions of employment, training and personal development, to reasons for ending employment.

We will promote equality in recruitment by:

- advertising jobs as widely as possible
- providing job details and accepting job applications in alternative formats on request as appropriate to the needs of the applicant
- monitoring recruitment processes and taking action as a result of the findings
- acknowledging that recruitment and selection decisions should be based upon objective, measurable and reasonable selection criteria
- asking only for the skills and qualities actually needed to do the job
- commitment to equality in employment and in service delivery will be reinforced in staff induction programmes for new staff
- training managers on how to recruit in a non-discriminatory way, making sure that all job applicants, whether redeployment candidates, existing employees or people who do not currently work for the District Council, demonstrate that they are qualified, motivated and competent to do the job.

We will promote equality in disciplinary procedures by:

- regularly reviewing our disciplinary and grievance procedures to ensure an appropriate mechanism is in place to deal with bullying and harassment at work.

We will promote equality in pay and conditions by:

- using a pay structure that makes sure employees are rewarded fairly and equitably.

We publish information on our website about our pay policy and gender pay gap.

We will promote equality in training and development by:

- providing training programmes for staff to raise awareness of equality issues and assist them in applying equality principles to their role within the Council
- recognising and supporting the potential of all employees by offering opportunities for training and personal development
- monitoring employee development to make sure that training and development opportunities continue to be open to all employees.

8.0 Ensuring equality in procurement and commissioning

Mid Devon District Council is a major purchaser of services. Every year we spend over £5 million with businesses so that we can deliver our services. We recognise that our spending power gives us the chance to influence how others work and to promote equality. We will:

- require any company or business that wishes to be one of our contractors or suppliers to demonstrate appropriate consideration in their policies on equality in relation to employment and service delivery
- seek to encourage any company, business or individual wishing to provide goods or services to Mid Devon District Council, to contribute to our policy by implementing fair practices in employment and training
- review our own policies and practices and where necessary make changes to them to ensure they do not discriminate or place unfair requirements on small businesses from Mid Devon
- cease issuing contracts to, purchasing from or commissioning any contractor, business or organisation, where we believe they fail to comply with our values in relation to equality and diversity
- follow good practice by having a procurement strategy that gives a clear commitment to equality of opportunity and to tackling discrimination and disadvantage.

9.0 Promoting equality through working with others

The Council recognises that it cannot meet its equality responsibilities without working closely with other public bodies, community groups and individuals.

Mid Devon District Council will:

- use our standing in the area to help shape public opinion to promote understanding between different sections of the community
- work with other public, private, voluntary and community groups in Mid Devon to ensure that equality and diversity policies and plans similar to our own are adopted and implemented more widely
- share information, experience and examples of good practice on equality through links with other public, private, voluntary and community organisations in the region
- promote equality and diversity within partnership working and in our dealings with the media

- involve people from different equality groups in influencing our work and progress on equality
- learn from the equality and diversity policies and plans of other local authorities and organisations.

10.0 Meeting the needs of specific equality groups

The Council is aware that certain groups within society are particularly vulnerable to discrimination because of age, disability, gender, marital status, race, belief or sexual orientation. In order to eliminate discrimination and promote equality we recognise the need to work with representatives who can advocate on behalf of particular equality groups in order to develop services that meet their specific requirements. We also recognise that people are individuals, and that although they may be included within a particular equality group they also have individual needs that may differ from the rest of the group. We are committed to dealing with every resident as an individual with their own particular needs.

11.0 Monitoring

Monitoring Impact and Acting on Results

Mid Devon District Council recognises that monitoring is an important way of assessing the effects of policies in practice and is a vital part of any strategy to promote equality.

Monitoring will help us check whether our policies, operations and organisational culture are discriminating against some groups and individuals. This will help us find out why and how discrimination takes place. Where we see that any of our policies or procedures have a negative impact we will investigate the reasons for this and revise them accordingly.

Publishing Results

If Mid Devon District Council is to be successful and keep public confidence, we need not only to promote equality but also to be seen to be doing so. The Council will therefore publish the results of its monitoring, assessment and consultation activities.

12.0 Concerns

If there are any concerns about any matter regarding equality of opportunity or discrimination is suspected, you are referred to the following related policies:

Whistleblowing Policy
Dignity at Work and
Grievance Policy

Appendices

Appendix 1 Summary of Equalities Legislation

Mid Devon District Council Equality Strategy complies with the following Equal Opportunities Legislation, Codes of Practice and recommendations:

- Equality Act 2010
- The Human Rights Act 1998
- The Protection from Harassment Act 1997
- Racial and Religious Hatred Act 2006
- Sex Discrimination (Gender Reassignment) Regulations 1999
- The Macpherson Recommendations, Stephen Lawrence Inquiry
- Special Educational Needs and Disability Regulations 2014
- Equal Opportunities Commission and Commission for Racial Equality Codes of Practices
- The Work and Families Act 2006

Appendix 2 Protected Characteristics

We understand we have a duty to promote equality and eradicate discrimination in relation to the nine protected characteristics outlined in the Equality Act 2010.

- Age
- Disability (including people with learning disabilities, people with a mental illness, and people living with HIV and/or AIDS)
- Gender reassignment
- Marital status, family circumstances, or caring responsibilities
- Pregnant women and mothers with young children (under 5's)
- Race, including nationality, national or ethnic origin, being a traveller or gypsy
- Religion or belief
- Sex
- Sexual orientation

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COMMUNITY PDG

08 OCTOBER 2019

Air Quality Action Plan update

Cabinet Member(s): Cllr Dennis Knowles

Responsible Officer: Simon Newcombe, Group Manager for Public Health & Regulatory Services

Reason for Report: To provide a progress report on the adopted Air Quality Action Plan for the Crediton and Cullompton Air Quality Management Areas

RECOMMENDATION: That the PDG notes the report.

Relationship to Corporate Plan: The Air Quality Action Plan aligns with and directly supports a number of key themes in the Corporate Plan as follows:

- *Priority 1 Economy: Aim (other) - Act as a champion to improve local rail services*
- *Priority 2 Homes: Aim 3 - Ensure consideration is given to the public health impact of every development*
- *Priority 4 Environment: Aim 3 - Improve air quality through action planning*
- *The district Public Health Plan is a priority project within the Corporate Plan and air quality is a priority health inequality identified with the adopted plan where ?*

Financial Implications: The plan encompasses measures ranging from small-scale initiatives through to major infrastructure projects such as the Cullompton Town Centre relief road. As such, the plan will be delivered through a variety of different mechanisms including the Local Plan Review and planning obligations such as S106 in addition to Government infrastructure funds and the Devon County Local Transport Plan (LTP 3). There may also be opportunities to bid for future Air Quality Grant funding nationally though this is not certain.

As measures are formalised then these will be further assessed and provisional implementation costs identified where these costs are not already known. Major infrastructure proposals for example are included in the Local Plan Review Infrastructure Plan which outlines estimated costs.

Specifically, the Cullompton Town Centre Relief Road has been awarded £10m funding (subject to legal agreement) from the Homes England Housing Infrastructure Fund towards the £15m scheme. The Council is required to part fund the project and the £5m balance for the Cullompton Scheme will need to be funded by the Council until such a time as the S106 monies can be collected from future housing development that is unlocked by the provision of the road.

The removal of the S106 pooling restrictions under the Community Infrastructure Levy Regulations from 1st September 2019 will allow for S106 contributions to be pooled or collated from different developments. This will make the collection of S106 funds to deliver specific projects easier as the previous limit on pooling 5 or more obligations has now been removed.

Overall, greater clarity on funding for other specific measures and the plan overall will emerge once the Local Plan Review examination and adoption is complete and from further consultation with Devon County Council (DCC) in respect of the emerging LTP3.

Legal Implications: The adoption and implementation of an Air Quality Action Plan (where an authority has designated one or more Air Quality Management Areas) is a statutory requirement under Part IV of the Environment Act 1995 for Local Air Quality Management (known as the LAQM regime). Under the regime, Local Authorities (LA's) therefore have a duty to pursue measures which are designed to improve air quality. The thresholds for air pollution are set out in statutory UK Air Quality Objectives which in turn duplicate EU limit values and binding air quality standards.

Nationally, the UK is currently subject to EU infringement proceedings due to non-compliance with EU air quality standards (evidenced locally in the two formal Air Quality Management Areas in the district). Irrespective of uncertain Brexit outcomes, these EU requirements are enshrined into UK law and furthermore the Localism Act 2011 allows the Government (DEFRA) to recharge LA's with the cost of meeting these standards if it chooses to do so.

The remodelled statutory Government guidance to the LAQM regime and the Clean Air Strategy place greater emphasis on delivery of effective intervention mechanisms to improve existing hot-spots and the need to mitigate for the effects of new development and public exposure to poor air quality.

Risk Assessment: In addition to meeting our statutory duties and the risk of financial penalties under the Localism Act 2011 if we fail to do so (see above), a failure to make improvements to air quality would be directly contrary to our adopted Public Health plan. Therefore, we would not address a priority health target locally. Furthermore, the successful implementation of an Air Quality Action Plan underpinning relevant Local Plan

policies is essential to mitigate against the impact of significant new development district-wide and to deliver the wider community infrastructure benefits.

Given the inherent requirement to have planning obligation measures in place in order to deliver major parts of the plan then the successful implementation of the Air Quality Action Plan should be considered against the risks of an extended timeline for the Local Plan Review and the potential risk that the Local Plan is not found sound and adopted.

Air quality has an increasingly high profile in terms of both local and national policy in addition to wider reporting of the issue across regional and national media. In turn this is generating public awareness beyond local communities within our specific AQMA areas.

Equality Impact Assessment: No equality issues specifically identified in this report. Nonetheless, whilst poor local air quality impacts everyone, air quality standards are health-based and designed to protect the most vulnerable persons including those who are young, elderly and/or have pre-existing disabilities arising from sensitive medical conditions. Consequently, the Council's Air Quality Action Plan seeks to proactively protect some of those residents with protected characteristics.

Impact on Climate Change: None directly arising from the report. The LAQM legislative regime does not include carbon dioxide or other major climate change gases. However, there will be impacting emissions from road transport and other relevant sources targeted within the Council's Air Quality Action Plan (AQAP) and consequently a potential surrogate benefit between tackling local air quality issues and climate change. However, it is also recognised that national policies have resulted in a consumer/manufacture shift away from diesel to petrol (or petrol/hybrid) powered road vehicles due to local pollution concerns. This may have a negative impact nationally on carbon dioxide emissions due to the inherent better performance of modern diesel engines in this respect. Nonetheless, whilst there are measures in the MDDC AQAP promoting a switch to low-emission/non-combustion engine vehicles there are none directly targeting diesel vehicles in this context.

1.0 Air Quality as a Public Health concern

1.1 Poor air quality is the largest environmental risk to public health in the UK, as long-term exposure to air pollution can cause chronic conditions such as cardiovascular and respiratory diseases as well as lung cancer, leading to reduced life expectancy. It is the fourth greatest threat to public health after cancer, heart disease and obesity.

- 1.2 Nationally, the health cost of poor air quality is estimated at £8-20 billion each year and Public Health England estimate that long-term exposure to man-made pollution has an annual effect equivalent to 28-36,000 deaths (Committee on the Medical Effects of Air Pollutants). A recent European survey (European Heart Journal) has put forward an even higher UK figure of 64,000, meaning the impact is now similar to that of smoking.
- 1.3 In accordance with our legal duties, Mid Devon has declared Air Quality Management Areas in Crediton and Cullompton due to exceedances of air quality standards leading to the adoption and implementation of an Air Quality Action Plan.

2.0 **Air Quality Action Plan Measures**

- 2.1 There are twenty-one measures identified in the current Air Quality Action Plan (see Annex A). The table provides an overview of what progress has been made since December 2017 (adoption of the plan). The measures range from small-scale projects such as car clubs, to large infrastructure projects such as the Cullompton Town Centre Relief Road.
- 2.2 Planning obligation (S106) funding is a key mechanism in delivering many of the measures. There is ongoing dialogue between Public Health and the S106 Monitoring officer, other officers in relation to identifying new air quality projects and the release of funds for projects already earmarked.
- 2.3 A more detailed overview is provided below in relation to key major projects being progressed in both the Crediton and Cullompton Air Quality Management Areas (AQMA's).

3.0 **Crediton Feasibility Study scope and links to the Air Quality Action Plan**

- 3.1 Since 2018, Mid Devon District Council (MDDC) has worked with Crediton Town Council to provide S106 funding for a Town Centre Traffic & Urban Realm Feasibility Study. The study fully analysed the current traffic and urban realm conditions within the town centre and fringe area and presented a vision for the High Street which was based on clear aims and outcomes.
- 3.2 The study area included a focus on the remaining areas of non-compliance with the statutory air quality objective for nitrogen dioxide at the High Street within the formal AQMA for the town. The AQMA Air Quality Action Plan specifically identified the need for a joined-up approach to parking, traffic

management, impact of heavy goods vehicles and congestion in Crediton town centre (see plan measures 8 and 10 in Annex A).

- 3.3 Through a process of strategy and street engineering the study has developed a series of conceptual designs for various parts of the High Street and its approaches. This sets out the use of fresh thinking and 'informal street' design to form a part of the design solutions. Public Health ensured that air quality constraints and potential solutions to the on-going traffic related problem within the town-centre were embedded into the study scope and outputs. The study looked at innovative design approaches to mitigate the adverse effects of air pollution, including consideration of the wider impact of the eastern and western gateway approaches to the High Street.
- 3.4 The study, conducted by Phil Jones Associates, identified twelve targeted outcomes, many which also support the broader aims of the Air Quality Action Plan such as reducing traffic speed, improving walkability and cycle access.
- 3.5 A report was completed in September 2018 and presented to key stakeholders for further feedback; Crediton Town Council, Devon County Council (Highways/Planning), Neighbourhood Planning representatives and other Mid Devon District Council officers. Further wider stakeholder consultations were completed in October 2018 prior to public consultation.

4.0 **Crediton Feasibility Study outcomes and next steps**

- 4.1 The study has identified a number of key project areas which will improve the look of the streetscape, improve pedestrian access and safety, reduce traffic speed (but improve steady flow), and provide better options for parking and trade. Dependent upon funding there are a number of projects that could be advanced either independently or together. These can be summarised as follows:
 - Western Gateway/St Laurence Green – arguably the most difficult project involving significant traffic signal, road surfacing (a new 'roundel' and speed reduction measures), bus stopping and pedestrian crossing points changes.
 - Town core – the study had divided this area into 3 parts, St Saviour's Way/Searle St, Searle St/North St, and North St/Union Terrace. Design interventions include a courtesy pedestrian crossing, reconfigured bus stop with 2 vehicle passing, central median strip near Boots, footway extensions,

tree planting, textured surface treatment to signal approach to High Street, rain gardens to mitigate flooding.

- Haywards/Holly Cross Church – this is also divided into potentially separate projects. A large primary school, church, art centre and community centre are located here. This area has a lot of potential for a series of ‘place-making’ schemes to highlight its civic nature.

4.2 Working with Crediton Town Council, Public Health have further requested that Phil Jones Associates carry out detailed traffic modelling of the proposed measures and schemes identified in the feasibility study. In total £18K of S106 funding was initially provided to support the study with up to a further £20.5K ear-marked to support the additional traffic surveys and detailed traffic modelling. This work is due to be completed in September 2019.

4.3 Following completion of the traffic modelling, the outputs of this work will feed into specialist air quality modelling of the proposed measures by Ricardo AEA Ltd. This is due to commence in October 2019 and is required to ensure the anticipated positive air quality impacts will be delivered. Approval has been obtained for this work to be further funded using additional existing pooled S106 air quality monies.

4.4 Following a final report the aim is to confirm distinct projects in consultation with the Town Council, local Members, Devon County Council, the Neighbourhood Plan representatives and our own planning team. The further aim is to prioritise these projects against overall impact/deliverability using existing pooled S106 funding or as projects for future allocation from new development.

5.0 **Cullompton Town Centre Relief Road**

5.1 The delivery of a new relief road is considered an important highway intervention to not only bring forward sustainable growth in the Cullompton area, but also address environmental concerns within the town centre in connection with congestion, poor air quality and resultant impact upon townscape attractiveness and public health.

5.2 Devon County Council (DCC) developed options for the relief road which were presented at a public consultation in the autumn 2018. Consequently, Option B was retained as the preferred route. This route alignment is entirely within the corridor between the Cullompton Town Centre to the west and the rail/motorway corridor to the east. The route is broadly aligned towards the rail/motorway,

seeking to minimise its impact on existing open green space (Cullompton Community Association fields).

- 5.3 Following the award of £10m Homes England funding via the Housing Infrastructure Fund (subject to legal agreement between Homes England and MDDC), Devon County Council Highways are currently progressing a major planning application for the road. During the summer 2019, DCC formally consulted upon the scoping of an Environmental Impact Assessment which is required under planning legislation. It provides information describing this improvement proposal and the associated potential environmental impacts which is required for a scoping opinion to be formulated. Public Health provided a formal response to the scoping report providing information and opinion on key air quality considerations in addition to wider potential impacts such as noise arising during both the construction and operational phase of this proposal.
- 5.4 Public Health have also given access to our on-going air quality monitoring data within the town and the district more widely. This will support air quality modelling work being undertaken on behalf of DCC in conjunction with the above assessment work.
- 5.5 The relief road also forms part of more extensive infrastructure necessary to deliver the growth planned within the Cullompton area in the longer term and would unlock the first phase of the proposed garden village to the east. The planning application is due to be submitted to this Council in mid-2020.

6.0 **Culm Valley Garden Village**

- 6.1 To ensure the Culm Valley Garden Village project delivers its ambitions, it is anticipated that a number of Working Groups will need to be set up, and will consider a range of issues including sport and recreation, health and wellbeing, self/custom build and modern construction techniques, developing a “Smart” Garden-Village with employment and innovative delivery mechanisms.
- 6.2 Public Health and Planning officers together with the Devon County Council Public Health team and Public Health England are currently engaged in the process predominantly around health and well-being, including air quality considerations. In particular this will focus on how we build on the healthy living aspirations for the garden village as set out in the visions and concept document <https://culmgardenvillage.co.uk/masterplanning/>.

7.0 **General measures and additional air quality management work**

7.1 In addition to making key progress on those headline Action Plan measures outlined above, an in-depth review of our air quality management work has resulted in the completion or commencement of a number of projects in 2019 designed to accelerate delivery of the wider plan overall and provide resilience/additional capability going forward. These will inform a comprehensive update of the Action Plan itself due in 2020.

These projects include:

- Review and redesign of our air quality monitoring network
- Commissioning 4 no. 'AQ Mesh' air quality monitoring devices. These are highly mobile, solar/battery powered lamp-post mounted instruments capable of real-time monitoring 24/7/365 for nitrogen oxides and particulate matter. They will provide a cost-effective but significant strengthening of our monitoring capabilities and will be used flexibly to support our development of Action Plan measures in each air quality management area and assessment work in relation to new major development proposals
- Review of our air quality planning policy and technical guidance – this will feed into a formal review/update of the adopted Air Quality Supplementary Planning Document in 2020
- Reviewing other Action Plan measures including public electric vehicle infrastructure to identify barriers and solutions to implementing these
- A comprehensive Low Emission Strategy for Cullompton – this will link to the assessment work on the town centre relief road and provide a wider plan for further improvements in the town

8.0 **Annual Screening Report (ASR)**

8.1 This annual report provides an overview of air quality in Mid Devon District Council during the most recent calendar year. It fulfils the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995) and the relevant Policy and Technical Guidance documents. This is a legally required report that must be submitted to DEFRA for formal review and approval.

8.2 The ASR is therefore a formal annual requirement showing the strategies employed by MDDC to improve air quality and any progress that has been made.

8.3 The 2019 ASR (for 2018) was completed by the June 2019 deadline and we are shortly expecting notice of the formal DEFRA review. Consequently the report currently has draft status and will be uploaded to the Council website once approval is obtained. Previous ASR and older air quality management reports can be viewed at <https://www.middevon.gov.uk/residents/environment/air-quality/local-air-quality-management/>.

8.4 The draft report concludes:

- The 2018 nitrogen dioxide (NO₂) annual mean concentrations exceed formal Air Quality Standards (AQS) objective limits at two sites within Cullompton AQMA (both B3181/Fore Street) and one site within Crediton AQMA (High Street, western end).
- Reported annual mean NO₂ concentrations are within 10% of the AQS objective at one site in the Cullompton AQMA (Tiverton Road/Fore Street) and three sites in the Crediton AQMA (Exeter Road and High Street, eastern end).
- NO₂ concentrations have been relatively stable in the last five years, however 2018 saw increases in Fore Street, Cullompton and Exeter Road, High Street and Commercial Road in Crediton.
- Concentrations of particulate matter continue to remain well below the AQS objective limits at Exeter Road within Crediton AQMA following completion of the major Lords Meadow Link road.
- Requirement to continue to manage and mitigate air quality pressures arising from existing sources and new emissions arising from major planned development within the district.
- Continued requirement therefore to formally retain the existing AQMAs for nitrogen dioxide. To deliver measures set out in the published Mid Devon District Council AQAP (2017) noting key progress and the requirement to provide a comprehensive update in 2020, one year ahead of the current plan expiry.

9.0 Recommendation

9.1 That the report is noted.

Contact for more Information: Simon Newcombe (Group Manager for Public Health & Regulatory Services) 01884 244615 or snewcombe@middevon.gov.uk.

Circulation of the Report:

Cabinet Member for Community Well-being (Cllr Dennis Knowles)
Members of the Community Policy Development Group
All Leadership Team
Head of Planning, Economy and Regeneration
All Group Managers

List of Background Papers:

MDDC and Crediton Town Council:

Mid Devon Air Quality Action Plan 2017-21
(<https://www.middevon.gov.uk/media/345645/aqap-mid-devon-district-council-2017.pdf>)

Cabinet 31st January 2019, 30th May 2019 - Housing Infrastructure Fund

Crediton Traffic and Urban Realm Feasibility Study (PJ Associates September 2018)

National legislation, Strategy and Guidance:

Local Air Quality Management legislation and regulations
(<https://www.gov.uk/government/publications/2010-to-2015-government-policy-environmental-quality/2010-to-2015-government-policy-environmental-quality#appendix-5-international-european-and-national-standards-for-air-quality>)

Local Air Quality Management Statutory Policy Guidance
(<https://www.gov.uk/government/publications/local-air-quality-management-policy-guidance-pg09>)
National Clean Air Strategy 2019 (DEFRA)
(<https://assets.publishing.service.gov.uk/./clean-air-strategy-2019.pdf>)

Air quality and public health:

Associations of long term average concentrations of nitrogen dioxide with mortality -
A report by the Committee on the Medical Effects of Air Pollutants 2018
(https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/734799/COMEAP_NO2_Report.pdf)

European Heart Journal report on Cardiovascular Disease and Air Pollution 2019
(<https://academic.oup.com/eurheartj/article/40/20/1590/5372326>)

Annex A – Table of Air Quality Action Plan measures with progress (up to August 2019), from Air Quality Action Plan

	Measure	EU Category	EU Classification	Lead Authority	Progress to Date
1	Community Car sharing schemes	Alternatives to private vehicle use	Car and lift sharing schemes	MDDC	s106 contribution allocated under Air Quality Pending release of funds To be considered for Garden Village
2	Community run and/or private E-bikes schemes	Alternatives to private vehicle use	Other	MDDC in partnership with Town Councils and Communities	s106 contribution allocated under Air Quality Pending release of funds To be considered for Garden Village
3	Secure cycle parking facilities in Town Centres and at key transport hubs	Promoting Travel Alternatives	Promotion of cycling	MDDC Rail Network DCC	s106 contribution allocated under Air Quality Pending release of funds To be considered for Garden Village
4	Marketing campaign to reduce high street parking/promote car parks/raise awareness	Public Information	Leaflets, social media, internet, street posters	MDDC, DCC and Town Councils	s106 contribution allocated under Air Quality Pending release of funds To work alongside implementation of projects taken forward in the Crediton Feasibility study
5	Develop EV charging network	Promoting Low Emission Transport	Alternative refuelling infrastructure	MDDC	2 EV charging units installed at each Leisure centre across the district Further units to be installed pending release of s106 funds – a number of Council owned parking areas are suitable for further installations Included in Local Plan strategic developments
6	Taxi Licensing conditions	Promoting Low Emission Transport	Low emission policy	MDDC	Existing EURO engine standard emission/vehicle age requirements remain in place. Licensing policy is under review and will include provision of any enhancements

	Measure	EU Category	EU Classification	Lead Authority	Progress to Date
7	Eastern Relief Road Cullompton and additional M5 junction	Traffic Management	Strategic highway improvements	MDDC DCC Highways	See full report
8	Coordinated approach to enforcement of anti-idling, illegal parking	Traffic management	Anti-idling enforcement and illegal parking	MDDC DCC	Update due later in 2019 as part of commissioned project to review barriers to progress existing AQAP measures – will include a review of approaches by other LAs
9	Kingsmill Industrial site traffic management Cullompton Junction 28	Traffic management	Congestion management	MDDC DCC Highways	See Measure 7 Minor work on the junction has occurred and reports are positive for major transport company's access to motorway. This has resulted in reducing traffic backing up to enter motorway.
10	Parking and traffic flow measures	Traffic management	Congestion management	MDDC DCC	Crediton Feasibility Study – see full report
11	Cullompton/ Wellington Rail link feasibility study	Transport Planning and Infrastructure	Public transport improvements- interchanges stations and services	MDDC and Taunton Deane	MDDC are working with partners to develop a strategic outline business case.
12	ECO Stars fleet management and recognition scheme	Transport Planning and Infrastructure	Vehicle efficiency	MDDC	As of August 2019 there were 64 members in the scheme (16 local) covering a total of 2,809 vehicles.
13	Bus stop infrastructure	Transport Planning and Infrastructure	Public transport improvements- interchanges stations and services	MDDC DCC	Early planning is considering a new bus interchange linking with a new railway station. Potential to move Falcon bus stop and incorporate into the Cullompton Relief Road Route.

	Measure	EU Category	EU Classification	Lead Authority	Progress to Date
14	Review of bus stop locations and routes	Transport Planning and Infrastructure	Public transport improvements- interchanges stations and services	MDDC DCC	Improved bus set down/pick up points are outlined in the Crediton Feasibility study which will impact upon traffic flow (buses holding up general traffic).
15	Improving footpath and cycling paths In major towns	Transport Planning and Infrastructure	Cycle and walking network	Town Councils MDDC DCC	Crediton Feasibility Study – see full report
16	Road surfacing	Transport Planning and Infrastructure	Consideration given to lower polluting road surfacing within AQMA areas as opportunities arise	DCC	A range of road surfaces have been put forward in the Crediton Feasibility study which will slow traffic and reduce pollutants – see full report
Page 48 17	Mid Devon Local Plan	Policy guidance and development control	Air Quality Planning and Policy Guidance	MDDC	Supplementary Planning Document on Air Quality and Development adopted May 2008 COR14 (Cullompton) Promote the removal of through traffic by completing a relief road system and implementing air quality action plan initiatives; COR15 (Crediton) Promote a reduction of traffic on congested streets and improve local air quality by enhancing walking and cycling opportunities around the town, implementing air quality action plan initiatives, promoting improved public transport links and providing a link road between the A377 and Lords Meadow Industrial Area. Proposal to review and update SPD in 2020 – see full report
18	Culm Valley Garden Village development and major infrastructure projects	Policy guidance and development control	Air Quality Planning and Policy Guidance	MDDC DCC Highways	Public Health Devon and MDDC Public Health and Regulatory Services are stakeholders in the consultation and are strongly lobbying for measures that will mitigate air pollution such as good walk and cycle routes, electric vehicle infrastructure, good public transport connections to Cullompton/Exeter, open spaces and tree planting. Several key public health/planning documents have been forwarded to the Culm Valley Garden Village Project team.

	Measure	EU Category	EU Classification	Lead Authority	Progress to Date
19	Planning Policy DM8 Parking	Policy Guidance and Development Control	Other Policy	MDDC	Subject to on-going Local Plan inspection process
20	Planning Policy DM6 Transport and Air Quality	Policy Guidance and Development Control	Other Policy	MDDC	Subject to on-going Local Plan inspection process
21	Planning Conditions on Tiverton Eastern Urban Extension	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance	MDDC	Update requested from Area Planning officer

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COMMUNITY PDG

8th October 2019

REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGNERATION

STRATEGIC GRANTS PROGRAMME 2020 – 2023

Cabinet Member(s): Councillor D. Knowles

Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

Reason for report: To set out the process for agreeing the level of grant funding for external agencies under the Community Strategic Grants Programme for the period 2020 to 2023.

RECOMMENDATION: That the Community Policy Development Group appoint a working group to review the level of grant funding to individual strategic grant recipients in light of the reduced level of council funding available.

Financial Implications: There are no cost implications with regard to setting out the process outlined in this report. However this process will set a robust basis for the financial assessment of future grant awards.

Legal Implications: There are no legal implications envisaged with respect to setting up the working group and any legal implications arising from the recommendations from that group will be set out in any subsequent reports.

Risk Assessment: The proposed assessment of grants will minimise risk with regard to the Council's investment.

Equality Impact Assessment: The Community Strategic Grants Programme funds key strategic community organisations that offer support to vulnerable residents. Each of these organisations will have their own Equality policies and procedures.

Relationship to Corporate Plan: The allocation of grants provides support to external agencies delivering services that advance the Council's corporate priorities. Grant allocations tend to be most closely Homes and Community priorities.

Impact on Climate Change: Ensuring that residents are able to get information and advice through locally delivered services reduces travel and related environmental impact.

1.0 Introduction/Background

This report lays out the process for allocating grant funding under the Community Strategic Grants Programme for the financial period 2020-2023. The review follows the principles laid out in the Council's Grants and Funding

Strategy, which maintains that, in an environment in which local authority funding is becoming increasingly constrained, grants should be allocated to a core group of agencies whose services:

- (a) augment Council service provision;
- (b) demonstrably contribute to the Council's priorities, as detailed in its Corporate Plan;
- (c) offer choice to residents;
- (d) bring social and economic benefit, and
- (e) provide best value.

2.0 Grants Review 2017- 2020

2.1 Through the last Grants Review, the Council awarded three-year funding for the period 1 April 2017 to 31 March 2020 under the following categories:

1. Welfare Advice and Information Services, including debt advice, money advice and housing advice;
2. Community Transport Services; and
3. Support for Community Organisations.

2.2 Grants were awarded to six external agencies which were seen to deliver services that complement the Council's own service provision and which contribute to the social wellbeing and economic prosperity of the district.

- Welfare Advice and Information Services
 - Age UK Mid Devon,
 - Churches Housing Action Team (CHAT),
 - Citizens Advice.
- The Community Transport Services
 - Tiverton and District Community Transport Association, (now known as Mid Devon Mobility)
- Support for Community Organisations
 - Involve – Voluntary Action in Mid Devon
 - The Onion Collective.

2.3 The three-year funding agreement with the Onion Collective, a Somerset based social enterprise specialising in regeneration projects, was intended to help develop large scale, flagship projects across the district. However, few meaningful projects of this type came forward and the agreement was cancelled by mutual consent at the start of the financial year 2019/20.

2.4 As part of the funding agreement, each grant funded organisation is required to (a) report regularly on an agreed set of key performance indicators and (b) give a presentation on their work to the Community Policy Development Group. With the exception of the Onion Collective, which was subject to a

slightly different arrangement due to the nature of the expertise provided, all funded agencies have satisfied the above conditions.

3.0 Community Strategic Grant Programme 2020 – 2023

- 3.1 With the exception of the award to the Onion Collective, the move to three-year funding arrangements for Age UK Mid Devon, the Churches Housing Action Group, Citizens Advice, Involve – Voluntary Action in Mid Devon, and Mid Devon Mobility has proved to be a success. It has provided residents – often the district’s most vulnerable and marginalised – with resources to support their basic needs, while alleviating pressure on and complementing Council services. The three-year funding agreement has enabled the Council and Strategic Grant aided agencies the opportunity to develop a closer working relationship and provided a degree of security through funding continuity, while the Council’s continued investment encourages other grant-making bodies to similarly invest.
- 3.2 It is recommended that a similar approach is applied to the Strategic Grants Programme 2020-2023. In order to review the level of grant funding to individual agencies, it is recommended that the Community Policy Development Group appoint a working group that should meet and report back to the Policy Development Group at its meeting in December, so that its recommendations can be included as part of the budget setting process.
- 3.4 In conclusion, following the Grants Review 2017-2020, the move towards three-year funding agreement to strategic partners has provided a secure basis on which to support valued external agencies that continue to provide advice and support to vulnerable residents, while helping alleviate pressure on Council services. It is recommended that this approach continues for the financial period 2020 -2023 with a light touch review to set funding levels.

Contact for more information: Paul Tucker, Growth and Regeneration Officer

Circulation of the report: Cllr Dennis Knowles
Management Team

List of background papers:

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