

Public Document Pack

Mid Devon District Council

Environment Policy Development Group

Tuesday, 19 July 2022 at 5.30 pm
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 13 September 2022 at 5.30 pm

PLEASE NOTE: - this meeting will take place at Phoenix House and members of the Public and Press are able to attend via Zoom. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

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Membership

Cllr J Wright

Cllr E J Berry

Cllr W Burke

Cllr D R Coren

Cllr Miss J Norton

Cllr R F Radford

Cllr R L Stanley

Cllr L D Taylor

Cllr B G J Warren

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**
To record any interests on agenda matters.
- 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)*
To consider whether to approve the minutes as a correct record of the meeting held on
- 5 **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
- 6 **Cabinet Member for Environment and Climate Change Update**
To receive an update from the Cabinet Member for Environment and Climate Change
- 7 **Climate Change Action Plan update** *(Pages 11 - 28)*
To receive an update on the Climate Change Action Plan
- 8 **Play Area Safety Inspection Policy** *(Pages 29 - 38)*
To receive a report to review the way in which the Council manages its play area risk assessments and safety inspections.
- 9 **Performance and Risk Outturn Report** *(Pages 39 - 86)*
To receive the Performance and Risk outturn report for 2021-2022.
- 10 **Environment Enforcement; Review and Way Forwards** *(Pages 87 - 90)*
To receive a report on Environment Enforcement; Review and Way Forwards
- 11 **Work Programme** *(Pages 91 - 92)*
To receive the current work plan for the Environment PDG.

Stephen Walford

Meeting Information

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Zoom.

If you want to ask a question or speak, email your full name to Committee@middevon.gov.uk by no later than 4pm on the day before the meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will ensure the meeting runs as smoothly as possible.

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.

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **ENVIRONMENT POLICY DEVELOPMENT GROUP**
held on 24 May 2022 at 5.30 pm

Present

Councillors

J Wright (Chairman)
E J Berry, W Burke, S J Clist, D R Coren,
Miss J Norton and B G J Warren

Apologies

Councillor(s)

R F Radford, R L Stanley and L D Taylor

Also Present

Councillor(s)

C R Slade, Mrs C P Daw, R J Dolley and Mrs E J Lloyd

Also Present

Officer(s):

Stephen Walford (Chief Executive), Andrew Jarrett (Deputy Chief Executive (S151)), Karen Trickey (District Solicitor and Monitoring Officer), Andrew Busby (Corporate Manager for Property, Leisure and Climate Change), Paul Deal (Corporate Manager for Finance), Matthew Page (Corporate Manager for People, Governance and Waste), Darren Beer (Operations Manager for Street Scene), Clare Robathan (Policy and Research Officer) and Carole Oliphant (Member Services Officer)

1 ELECTION OF CHAIRMAN (VICE CHAIRMAN OF COUNCIL IN THE CHAIR)

Cllr J Wright was duly elected Chairman for the municipal year.

2 ELECTION OF VICE CHAIRMAN (0.05.12)

Cllr E J Berry was duly elected Vice Chairman for the municipal year

3 APOLOGIES AND SUBSTITUTE MEMBERS (0.06.19)

Apologies were received from Cllrs R L Stanley, R F Radford and L D Taylor who was substituted by Cllr S J Clist.

4 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (0.06.44)

Members were reminded of the need to make declarations where appropriate.

5 PUBLIC QUESTION TIME (0.06.57)

Laura Conyngham, a local resident, referring to no 11 on the agenda asked:

1. What action is the council taking to facilitate Co Cars Exeter's stated ambition to locate electric hire cars on the Market Street and St Saviours Way car parks in Crediton?

2. Please can you give details of progress to date and, assuming no undue delay on Co Car's behalf, an estimate of when people in Crediton can expect to see this project completed?
3. We are aware of the separate tendering process via Devon County Council for the installation of EV charging points in Crediton and elsewhere. This is not the subject of our question.

In response the Corporate Manager Property, Leisure and Climate Change stated:

1. To date the Council has held meeting 2-3 remote meetings with this company to understand their scheme and the benefits. Co-Cars helped shape some topical ideas on the run-up to the State of the District Debate. We are meeting with Co Cars again in early June 2022.
2. Regarding progress to date – we have listened and have held useful conversations regarding what Co Cars can offer our residents and the Council support ideas to reduce carbon emissions across our District. As you would expect in terms of transparency and fairness, we would need to advertise the opportunity to see if there are any other local businesses who are offering a similar model. Once discussion and confirmation of this is received a further paper will be presented to the Environment Policy Development Group in July 2022, should the Chair agree to have this on the work plan.
3. It is noted that this question does not relate to the separate tendering process for EV charging points in Crediton that has taken place with Devon County Council

6 **MINUTES OF THE PREVIOUS MEETING (0.10.57)**

The minutes of the meeting held on 8th March 2022 were agreed as a true record and duly **SIGNED** by the Chairman

7 **CHAIRMAN'S ANNOUNCEMENTS (0.12.07)**

The Chairman had no announcements to make.

8 **START TIME OF MEETINGS (0.12.09)**

The start time of meetings was agreed as 5.30pm for the remainder of the municipal year.

9 **MEETING MANAGEMENT**

The Chairman agreed to take item 13, Revenue and Outturn Report as the next item on the agenda.

10 **REVENUE AND OUTTURN REPORT (0.13.19)**

The Group had before it, and **NOTED**, the Revenue and Capital Outturn *report from the Deputy Chief Executive (S151).

The Corporate Manager for Finance outlined the contents of the report and explained that it provided a summary of the net service costs of the general fund and housing revenue account and was subject to audit.

He explained that the general fund underspend of £29k was an excellent return and showed a good degree of financial forecasting.

Consideration was given to:

- Reduced levels of income due to the pandemic including car parks and business rates
- The reduction in levels of Government support received
- Higher contract staffing levels due to sickness and unfulfilled vacancies
- The significant grants provided by the Government which were passed onto residents
- The general fund was circa 10% above minimum requirements
- The Carlu Close site had been occupied for 5 years with a 15 year lease and officers were investigating if the Council could construct its own facility in the future
- The interest charged on loans to 3 Rivers Developments Ltd was 4.5% above base rate as per the shareholders agreement and represented a very good return for the Council

The Chairman passed on the thanks of the PDG to the Revenue and Benefits team for all their work in redistributing the Government grants in such a timely manner.

Note: *Report previously circulated and attached to the minutes

11 **PDG WORK PROGRAMME AND POLICY DEVELOPMENT FOR 2022/23 (0.27.39)**

The Group had before it, and **NOTED**, a *report from the District Solicitor and Monitoring Officer outlining the PDG's work programme for 2022/2023.

The Officer outlined the contents of the report and invited the PDG to consider what it wished to focus on for the forthcoming year, taking account of its Corporate Plan priorities and residents' feedback.

The Corporate Manager for Property, Leisure and Climate Change provided a detailed review of the recent residents survey and explained that it had been conducted in November 2021. Residents had the opportunity to respond on line or via paper copies and that it had been distributed as widely as possible.

Some of the responses indicated areas in which the District Council was not responsible for and that the results of the survey would be highlighted at County and Parish level.

Consideration was given to:

- Whether the PDG were able to include members of the public in working groups if required
- Where would the funding come from if big projects were identified by the PDG

- Were there areas which were over performing where funds could be redirected to underperforming areas
- The importance of the Council's cross service priority on Climate Change initiatives for which it was the lead PDG; parks and open spaces; waste and recycling and street cleaning
- How the council was continuing to provide public conveniences with other community partners and already investigating efficient lighting systems for its buildings

Members then identified more specific areas of work upon which they felt the PDG could add value and focus on over the coming year:

- Encouraging wilding projects throughout the District
- Encouraging residents to go plastic free and recycle more
- Installation of Electric Vehicle Charging Points to be more target driven
- Increase the number of cycling and walking routes in the area
- Investigate if there was an opportunity for the Council to recycle more waste such as pots and pans and plan for increased recycling in the future
- Consideration of improvements to waterways across the district

Note: *Report previously circulated and attached to the minutes

12 **CABINET MEMBER FOR ENVIRONMENT AND CLIMATE CHANGE (0.58.29)**

The Cabinet Member for Environment and Climate Change gave an update on his portfolio and explained that he had attended DASWC in which local authorities were making progress to align their recycling services.

He explained that the 3 weekly bin collections was due start in the autumn and that there was an all Member briefing arranged for 14th June which would explain the process to Members.

Air Source heat pumps were going to be installed at Lords Meadow and Exe Valley Leisure Centres after a successful grant application which would contribute towards the Council's carbon reduction ambitions.

He had attended a meeting with Network Rail and had received details on the future of electric trains and upgrades to Mid Devon train stations.

13 **CLIMATE CHANGE ACTION PLAN UPDATE (1.08.03)**

The Group had before it, and **NOTED**, a *report from the Climate and Sustainability Specialist providing an update on the Climate Change Action Plan.

The Corporate Manager Property, Leisure and Climate Change outlined the contents of the report and explained how the Council was doing against the Action Plan.

Consideration was given to:

- People who currently used the Electric Vehicle Charging points in the Council car parks had to pay to park. Some Members felt that these charges should be abolished to encourage more electric vehicles whilst others felt that people

who owned such vehicles were usually more affluent and should pay for parking like everyone else

- The carbon reduction target was challenging and over 50% of the Council's footprint was its housing stock. There would be a need to spend a significant amount of money in the coming years to retrofit the properties
- The recent State of the District Debate had been extremely useful for residents to be involved in the carbon reduction conversations

Note: *Report previously circulated and attached to the minutes

14 **SUSTAINABLE FARMING (1.27.23)**

The Group had before it, and **NOTED**, a detailed briefing *report from the Climate and Sustainability Specialist on Sustainable Farming in Mid Devon.

The Corporate Manager Property, Leisure and Climate Change outlined the contents of the report and explained that it was a briefing paper requested by the PDG to encourage debate on the subject. He explained that there were corporate plan aims around sustainable farming.

Members then had a lengthy debate on the subject matter and consideration was given to:

- That officers should contact Mole Valley Farmers who were doing some excellent work with farmers to promote sustainable farming
- The Council could encourage farmers to share knowledge and ideas
- The Council's sustainability website could be a tool to signpost interested groups to work together
- The Council had a role to influence local media about the benefits of our farming community
- The PDG could set up working and impact groups to feed into future planning policy
- Consideration should be given to how to better engage the farming community in the Council's sustainable farming initiatives

Note: *Report previously circulated and attached to the minutes

15 **CORPORATE PLAN MID POINT REVIEW (2.14.03)**

The Group had before it a *report from the Chief Executive presenting the Corporate Plan 2020-2024 Mid-Point Review.

The Chief Executive explained that the report had previously been presented to the Cabinet and that it was now being shared with the PDG's in order that they could feed back any priorities that they felt needed to be highlighted.

He explained that the Corporate Plan had been agreed just prior to the pandemic and therefore it was not as far along as originally hoped but that some progress had been made. He informed Members that it was now prudent to revisit the plan to establish what could be realistically completed in the timeframe to 2024.

He stated he would listen to any viewpoints that Members had and he would encourage them to contact either him directly or via the PDG Chairman within the next 10 days in order that these could be fed back to the Cabinet.

Members highlighted the following priorities:

- Consider providing equipment for disabled children
- Bring budget conversations to the PDG's earlier in the cycle

Note: *report previously circulated and attached to the minutes

(The meeting ended at 7.55 pm)

CHAIRMAN

ENVIRONMENT POLICY DEVELOPMENT GROUP

19 JULY 2022

REPORT – CLIMATE AND SUSTAINABILITY UPDATE

Cabinet Member(s): Cllr C R Slade - Cabinet Member for the Environment and Climate Change.

Responsible Officer(s): Andrew Busby - Corporate Manager Property, Leisure & Climate Change.
Jason Ball - Climate and Sustainability Specialist.

Reason for Report: To receive an update on the Climate Change Action Plan from the Climate and Sustainability Specialist.

Recommendation: That the Environment PDG notes and accepts this report as an update on the Council's response to the Climate Emergency – documenting progress with the Climate Action Plan (to reduce the Council's carbon footprint) and the wider Climate and Sustainability Programme.

Financial Implications: The financial implications associated with this report are the overall costs of the Climate and Sustainability Programme, budgets specifically linked to the Council's Corporate Plan, Climate Strategy and Climate Action Plan (CAP).

Budget and Policy Framework: Budgets specifically linked to the Council's Corporate Plan, Climate Strategy and Climate Action Plan (CAP).

Legal Implications: Full Council declared a Climate Emergency in June 2019. The Environment Policy Development Group (PDG) is responsible for developing relevant council policies; considering how best to implement the Council's approved policies; and for making informed recommendations to Cabinet on the matter. [Link to declaration decision.](#)

Risk Assessment: Progress on Performance Indicators (PI) is provided separately by Performance and Risk Reports. There are 2 main risks (to the Council): 1) that the Council does not take sufficient actions to enable it to meet its Climate Emergency declaration ambitions; and 2) that the financial implications of Climate Change are not adequately measured and reflected in the Council's decision making.

Equality Impact Assessment: There are no equality impacts associated with this report. (No recommendations.) Specific projects and policies are subject to the Public Sector Equality Duty. (Assessing the equality impacts of proposed changes to policies, procedures and practices is not only a legal requirement, but also a positive opportunity for authorities to make better decisions based on robust evidence.)

Relationship to Corporate Plan: Please refer to **Annex A** which shows the Council's Corporate Plan Aims (Table 1) and Climate Strategy priorities (Table 2).

Impact on Climate Change: The role of the Climate and Sustainability (C&S) Specialist in support of the corporate officer team is central to the Council's Climate

and Sustainability Programme by actions such as the development of strategic positions and delivery of projects through internal, community and partnership work.

1.0 Introduction / Background

1.1.1. The Council has declared a Climate Emergency and aims to be climate neutral by 2030. Climate neutrality is a term used to describe the achievement of a balance, for any given period, for carbon dioxide and other greenhouse gases released into or removed from the atmosphere; because of the actions taken by organisations, businesses and individuals. The goal of climate neutrality is to achieve a net zero climate impact.

1.1.2. This report is divided into **community** and **corporate** strands (some overlap is possible). Aligned with the climate change declaration across Devon, climate action for the Council falls into two work streams:

- an internal organisation focus to cut corporate greenhouse gas emissions to net zero;
- the wider agenda to enable emission reductions across Mid Devon communities.

Clearly, the first is a process the Council can manage / monitor and control to a significant degree, as it relates to our own assets and operations. For the wider agenda linked to the whole Mid Devon area, we will work as a partner with local businesses, organisations, community groups and other residents to support the district's journey to achieve net zero.

1.1.3. Throughout each priority area within our Corporate Plan, there is a strong emphasis on local level sustainability. Environmental sustainability matters in all aspects of the Council's work, linked to everything from procurement to promoting nature recovery.

1.1.4. The C&S Specialist - leads the development of the Council's Climate and Sustainability Programme, working with colleagues and Councillors, particularly the Corporate Manager Property, Leisure & Climate Change; and Cllr Colin Slade - the Cabinet Member for Environment and Climate Change.

2.0 Performance

2.1.1. Progress on Performance Indicators (PI) is provided separately.

2.1.2. Tables in this report's **Annex A** briefly summarise actions in relation to the Council's Corporate Plan *aims* and Climate Strategy *priorities*.

2.1.3. Corporate Plan mid-point actions have been reviewed between the Corporate Manager Property, Leisure & Climate Change and the Portfolio Holder.

2.2. Climate Action Plan (CAP).

2.2.1. The Council's CAP collates projects and activities to address climate change (mitigation and adaptation). The C&S Specialist coordinated a CAP review to develop and extend it to 2030, identify costs, additional funding needs, and coverage levels (and to address gaps).

- 2.2.2. Corporate Management Team (and their officers) have been tasked with maintaining the CAP as a live management tool to enable budget planning and ensure a timely cycle of reporting. Teams will prioritise the most imminent opportunities and impactful projects.
- 2.2.3. The CAP comprises both **corporate** and **community** work streams.
- 2.2.4. Estimated costs thus far (July 2022) total £146,027,543 split as follows:
- £532,638 in potential actions for *Internal Structures and Processes*.
 - £138,520,450 for actions within the *Housing Energy and Assets* strand. (This includes HRA planned works and estimates to retrofit and decarbonise the Council's facility buildings.)
 - £6,342,455 for the *Transport and Vehicles* strand.
 - £542,000 for the *Community and Wider Context* strand.
- 2.2.5. Cost estimates may already be allocated within existing budgets, or may be additional; the CAP format shows where additional funding is required in order to enable fundraising and budget planning.
- 2.2.6. Proposals could save an estimated 61,415 tCO₂e up to 2030 (approximately 22,792 tCO₂e on the Corporate carbon footprint work stream and 38,623 tCO₂e on the Community work stream).
- 2.2.7. **Caveats.** Robust caveats must be provided with any reporting on the CAP to cover factors such as estimation, forecast uncertainty and data gaps. Examples below.
- Analysis gap. We do not yet have a comprehensive list i.e. we have not identified all the projects required to reach Net Zero. (Corporate impact.)
 - Data gap. The majority of the CAP items require more information. Details will be enhanced by lead officers assigned to each prioritised project.
 - Estimates. The majority of the costs are estimated. The majority of carbon savings are estimated, and not always based on an assessment.
 - Forecasting. The further a project is planned, the less certain we can be about future costs.
 - Scope. Many items show capital costs but do not always forecast running costs e.g. of new installations or vehicles, or disposal costs. Business cases for each project / activity must be evaluated on a case-by-case basis (do not assume projects have been approved simply by being listed as an option in the CAP).
- 2.2.8. Update: CMT and Operations Managers now have a monthly group call for Q&A and support. The CAP will be published annually on the Sustainable Mid Devon website.

3.0 Community and partnership activities

3.1. Devon Climate Emergency

- 3.1.1. The Council is a partner within Devon Climate Emergency Response Group (DCERG) and a signatory to the Devon Carbon Plan (DCP). The C&S Specialist role includes working with the DCERG Tactical Group and the over-

arching Response Group (the Chief Executive also receives Response Group communications).

3.1.2. Partnership work serves 2 main purposes:

- Seek to ensure strong strategic alignment.
- To facilitate cooperation, learning and communication e.g. updates on current projects, consultation and the DCP.

3.1.3. The partnership continues to develop and implement the Interim Devon Carbon Plan (iDCP) which is subject to ongoing public consultation.

3.1.4. The most recent public consultation stage followed up the 2021 [Devon Climate Assembly](#) (Citizen's Assembly) whose Resolutions responded to 3 challenging topics: retrofitting homes; the role of onshore wind power; and decarbonising transport (particularly with regard to encouraging less car use).

The C&S Specialist circulated [the Assembly report](#) and consultation materials to all Council Members and Cllr Colin Slade initiated the response debate via NZAG, with member views given to the C&S Specialist. Views from across the partnership informed [DCE responses](#) to the Climate Assembly [open to public consultation](#) in March and April 2022 (now closed).

3.1.5. Consultation results inform the next iteration. The draft Final DCP will be published in August 2022; partners are encouraged to endorse it.

3.1.6. Devolution recently raised the possibility of a Devon *county deal*. Climate was central, so ideas were discussed (at short notice) by Chief Executives and the DCE Tactical Group. The C&S Specialist liaised with Portfolio Holder Cllr Colin Slade, Chairperson of Environment PDG Cllr Josh Wright and the Chairperson of NZAG Cllr Elizabeth Lloyd to coordinate our feedback on proposals. All partner ideas on net-zero were reviewed and a shortlist submitted to the Devon County Council Economy and Enterprise team who are leading the process. These were considered by Team Devon and a final application has been submitted to government.

3.1.7. Devon Climate Emergency published a [Carbon Footprint for Devon](#) (split into district data). This relies on national datasets published 2 years in arrears - so the latest report is for 2019.

Note: A useful resource for Mid Devon communities - the Impact Tool [estimates a community's Carbon Footprint](#) and provides an interactive graphic for local authority areas including [Mid Devon](#).

3.1.8. Update: The C&S Specialist joined Sustainable Tiverton's work with local people and artists to create a "Net Zero Vision" public artwork to inspire community ideas and actions for a low carbon future. This is part of a Devon Climate Emergency project. The mural is now being created at Tiverton – hosted on a Council-owned wall near the Pannier Market.

3.2. Engagement: State of the District Debate 2022 – Mid Devon's Communities and Climate Change.

3.2.1. On 5th April the Council hosted a public [State of the District Debate](#) online. The theme chosen by the Leader of the Council was *Mid Devon's Communities and Climate Change*, and the aim was to listen to community

perspectives on ways to address climate change. Over 50 people from local households, businesses, farms, community groups engaged in the debate.

- 3.2.2. The event was preceded by extensive officer preparations and engagement with local environment champions. The C&S Specialist would like to thank all who organised, shaped and joined in with the debate, particularly 'topic specialists' who gave their time and expertise to benefit the debate.
- 3.2.3. Mid Devon environment champions included home energy advisor Tara Bowers, organic farmer Liz Bowles, campaigner Roger Stickland and we learned of green projects at Heathcoat Fabrics Ltd, presented by Energy Manager Alison Kitchener and Environment Manager Victoria Pelaou.
- 3.2.4. Guest speaker Mukti Mitchell from Carbon Savvy shared his top ten tips for choosing (and enjoying) a range of ways to cut carbon in our everyday lives.
- 3.2.5. Update: The C&S Specialist will support the Portfolio Holder and officers to take forward arising actions by Council and in partnership with the community.

3.3. Engagement: The Mid Devon climate and sustainability website. (Corporate Plan aim: env 10.)

- 3.3.1. The Climate and Sustainability Specialist curates our dedicated website www.SustainableMidDevon.org.uk as a Mid Devon community resource. The role of the website is to: 1) share updates on the Council's carbon reduction work; 2) provide information to residents, businesses, members and others; and 3) share and signpost resources, opportunities, events and local groups active on the climate, sustainability and ecological agenda.
- 3.3.2. Community contributions of resources, news, events and ideas are welcomed from parish and town councils, sustainability groups, eco champions, businesses, farmers and growers, etc.
- 3.3.3. Recent updates include *Tips for Tackling Climate Change*, a better interactive [map](#) of Mid Devon sustainability resources, a Platinum Jubilee themed article.
- 3.3.4. New materials will include: sustainable farming resources and signposting.

3.4. Engagement: groups and partnerships. (Corporate Plan aim, env 10.)

- 3.4.1. Update: The C&S Specialist has continued outreach work through events, meetings and workshops, for example: the Council stand at the **Mid Devon Show** Saturday 23 July will feature our recycling truck and team, a sustainable farming adviser, an active travel and lifestyles promotion, a carbon footprint game and a low-carbon housing promotion.
- 3.4.2. Other recent work: promoting e.g. activities, retrofit grants, local energy advisors (ECOE) and local volunteering such as the Repair Cafes; Devon County Show (29 June) with Recycle Devon and the Devon Climate Emergency team; promoting Visit Mid Devon business workshops e.g. 18 May featured local supply chains; 2022 State of the District Debate (climate change themed); meetings and correspondence with partnerships e.g. Blackdown Hills AONB and Connecting the Culm (steering group and workshops); work with eco champions and green groups e.g. Blackdown Hills Transition, Uffculme Green Team, Sustainable Bradninch, Sustainable Crediton and Sustainable Tiverton; liaison with Tiverton Tree Team, a display

at Phoenix House reception area with 'top tips' for householders, COP26 workshops and post-event discussions, inter-authority webinars, and local enterprise liaison e.g. educators; green/active travel; farmers and growers.

- 3.4.3. Liaison with parishes, ward members, and officers at Devon County Council / other local authorities has included: knowledge sharing, calls for project ideas e.g. tree planting and aftercare, biodiversity, energy saving campaigns, green innovation, EV chargepoints and other green transport.

3.5. Research and Expertise Support.

- 3.5.1. The Council now benefits from membership of South West Energy and Environment Group (SWEEG). Membership gives the Council discounted access to University of Exeter Consulting services, and officers can access data, past reports and fellow expertise through the network.

3.6. Strategic Project: Housing Advisors Programme. (CS priority: 1. CP aims: env02, env 05, h01, h02, h03, c04.)

- 3.6.1. The Forward Planning team secured £20k funding through the LGA's Housing Advisors Programme to develop an assessment tool to model low carbon interventions and consider how they can be implemented at scale.

- 3.6.2. Update: project complete. Arron Beecham - Principal Housing Enabling & Forward Planning Officer – and the C&S Specialist worked to develop this tool with University of Exeter Consulting. (Adding value via SWEEG membership.) An extra workshop on its use will be held for key planning officers.

3.7. Strategy. Housing sustainability. (CS priority 2+3. CP aims env 01, env 02, env 05, h01, h03.)

- 3.7.1. Mid Devon Housing Strategy published: the C&S Specialist is now involved in delivery and monitoring.

- 3.7.2. Zed Pods: under way. The C&S Specialist has helped to promote projects.

- 3.7.3. Post Hill Passivhaus: the C&S Specialist offered support to the project team in relation to climate and sustainability benefits and opportunities. The Council opened a consultation for its Post Hill proposals for a [Passivhaus affordable and social rent development](#). Officers and architects met interested locals during April (the C&S Specialist joined one of the evenings).

- 3.7.4. The C&S Specialist and the Development Management Manager ran a workshop (12 May 2022) for parish and town councillors on sustainable housing and developments. Feedback included interest in community renewables, rural EV chargers, and public transport.

- 3.7.5. Update: The C&S Specialist has begun work with the Fwd Planning team and Development Management team on the interim Planning Policy Statement on Climate Change.

3.8. Strategic Project: Archetype housing - energy efficiency and low carbon performance. (CS priority: 2. CP aim: env01, env02, c04.)

3.8.1. Prospect Way in Lapford. The housing team completed a retrofit demonstration project at a pair of Council-owned houses. This shows how we can achieve the lowest carbon footprint possible, with a reasonable available retrofit, for this archetype. We have a live data feed to monitor energy performance over 12 months (2022). This project will inform costed plans to improve the rest of the Council stock of this type.

3.8.2. The package included fabric improvements such as new double glazed windows and doors, wall cavity insulation, and loft insulation improved to 300mm. A carefully specified heat pump (reversible) feeds a coil heat exchanger for air to air winter heating and summer cooling. Fresh air is filtered and circulated around the home for consistent ambience.

3.8.3. Following this success, in future the Council's in-house team can deliver most of the works to save costs, with the main heat pump system installed by an external specialist contractor. Training organised.

3.9. Social Housing Decarbonisation Fund. (CS priority: 2. CP aim: env01, env02, c04.)

3.9.1. Update: bid rejected.

3.10. Strategic Project: Electric Vehicle charging points. (CS priority: 3. CP aim: env 02.)

3.10.1. As part of the Council's Climate Strategy 2020-2024, the Council seeks to facilitate the roll-out of electric vehicle (EV) chargepoints across the district. Current EV charger provision can be viewed on this map: www.goultralow.com/ev-charging-point-map/

3.10.2. The C&S Specialist worked with colleagues and councillors to develop and assess a list of potential EV locations for fast chargers or rapid chargers (rapid chargers can top up a modern EV by 80% in 40 minutes). A report to Cabinet presented 3 main options to facilitate decision-making. Each of the options would be powered by renewable electricity. Cabinet on 13th May 2021 decided to delegate authority to the Deputy Chief Executive (S151), Cllr Colin Slade (Cabinet Member for the Environment and Climate Change) and Cllr Andrew Moore (Cabinet Member for Finance) as follows: *RESOLVED that: delegated authority be given to the Deputy Chief Executive (151) and the Portfolio Holder(s) for the Environment & Climate Change and Finance, in consultation with Property Services to facilitate the installation of additional electric vehicle charging points on Council land and across the District.*

3.10.3. The C&S Specialist coordinated teamwork to enable actions delegated by Cabinet e.g. partner liaison, officer liaison, seeking legal team advice on agreements and the lease, clarifying fee policy, assessing viability risks, and finalising charger locations. Western Power Distribution (WPD) was informed of potential extra capacity needs.

3.10.4. All 5 Council-owned candidate sites for 10 fast charger points under the Deletti scheme were approved, and funding was secured. These car parks are: High Street and Market Street in Crediton; Forge Way at Cullompton; Westexe South and William St in Tiverton. The Environment and Enforcement

Manager is involved in the project and future priorities. The C&S Specialist supported Devon County Council in procurement, now completed.

3.10.5. Update: The installation phase should start in summer 2022. Gamma Energy won the contract to install and operate the charger units. The operator will hold a lease and shall be responsible for installation, power supply, customer service, operation, care and repairs; the Council will earn a percentage of unit income.

3.10.6. Update: Officers seek to expand on partnership opportunities.

4.0 Corporate activities

4.1. The Net Zero Advisory Group (NZAG). (CS priority: 1. CP aim: none.)

4.1.1. This advisory group set up after Cabinet approval on 23 April 2020 continues to consider topics including, but not limited to, climate and biodiversity. Chaired by Cllr Elizabeth Lloyd, NZAG meetings take place on alternate months to the Environment PDG to enable a regular feedback cycle.

4.1.2. The most recent meeting took place 21 June 2022. Discussion included:

- The interim planning policy statement: Climate Change.
- How to promote and celebrate sustainable farming practices.
- The importance of Community Engagement.
- The ongoing need to prioritise a selection of ways to invest budget in addressing climate change.

4.2. Working across service areas. (CS priorities: all. CP aims: all.)

4.2.1. As previously noted, the C&S Specialist, in consultation with Andrew Jarrett, Andrew Busby and Councillor Colin Slade, agreed to apply a Programme Management approach to develop and deliver the cross-cutting *Climate and Sustainability Programme*. This continues to develop with the Corporate Management Team and operations managers.

4.2.2. Recent work included:

- C&S Specialist continues to work with and offer support to teams and officers e.g. Development Management, Forward Planning, Economy, Street Scene, Transport, Property Services.
- At the request of Development Management Manager the C&S Specialist initiated regular training workshops for planning officers.
- The C&S Specialist facilitated between MDDC officers and Exeter Community Energy (ECO) to trigger staff workshops with energy advisors. This fed into cooperative outreach 'roadshows' in parishes.

4.2.3. Update: More energy advisor roadshows to come.

4.3. Climate knowledge, literacy and capacity. (CS priority: 1.)

4.3.1. The C&S Specialist and the Training Manager have booked to undertake Carbon Literacy 'trainer' level certification, and will then develop materials to deliver training to Members and officers (early autumn).

4.3.2. Details of other climate and sustainability learning materials and workshops e.g. by bodies such as Carbon Savvy, LGiU and the LGA have been circulated to Council members and officers.

4.4. Greener Procurement: Electricity. (CS priority: 2. CP aim: env02.)

4.4.1. The LASER Framework delivered renewable electricity to 50% of corporate supply as of October 2021; with the other 50% to be secured during 2022.

4.4.2. Update: Corporate Manager Property, Leisure and Climate Change will confirm LASER's date for the switch to 100%. The aim is to secure supply ahead of current market volatility.

4.5. Ongoing energy efficiency work at Council-owned facilities. (CS priority 2+3. CP aims env01, h01, h03.)

4.5.1. Spend-to-save projects include lighting and water saving projects. (See also: PSDS below.) Occupancy-responsive lighting has been installed at Tiverton Multi Storey Car Park. Water use monitoring systems are being investigated.

4.5.2. Update: Phoenix House is being fitted with new occupancy-responsive light fittings to save money; emergency lighting included in solution; installation in phases.

4.5.3. Update: Coming soon - Phoenix House Building Management System will become remotely controllable.

4.5.4. Update: We have initiated a LASER energy data analysis service, which will indicate consumption issues / faults and identify opportunities for savings.

4.6. Project: Public Sector Decarbonisation Scheme (PSDS). (CS priority: 1, 2. CP aim: env01, env02, ec01.)

4.6.1. A brief update.

- Phase 1: Heat Decarbonisation Plan. Report completed: to assess and devise solutions for Phoenix House, and the 3 leisure centres.
- Phase 1: £310,821 grant funded works. **Completed:** low-carbon technology and responsive low-energy lighting at the 3 leisure centres.
- Phase 2: no bid; grant fund exhausted within 2 weeks.

4.6.2. Update: Phase 3 [bid successful](#) - the £2.8m project was approved and has started. Overview:

- Tim Powell - Property Services Corporate Projects Officer - submitted a bid on the day the fund opened. The Heat Decarbonisation Plan funded by a previous Salix grant helped to inform detail.
- The project is to “decarbonise” heating Exe Valley and Lords Meadow Leisure Centres, primarily by replacing gas boilers with air-source heat pumps. Total bid value is £3,079,032 (of that £1,986,771 is for Exe Valley and £1,092,261 for Lords Meadow).

- The grant did not require match funding but the Council was required to contribute what it would have cost to replace gas boilers like-for-like, estimated at £176,602 (£101,452 Exe Valley, £75,150 Lords Meadow).

4.6.3. Further assessments will be commissioned to inform future bids and works e.g. building fabric improvements.

4.7. Priority: tree planting and aftercare. (CS priority: 2. CP aim: env07.)

4.7.1. Property Services continue to work closely with Tiverton Tree Team, Sustainable Tiverton, Sustainable Crediton and others to engage the community in planting and aftercare.

4.7.2. The C&S Specialist secured a role for the Council as a strategic delivery partner for Devon County Council's [Emergency Tree Fund](#) generously financed by the Woodland Trust. The Council was awarded a grant of £2,511.77 through the fund towards last winter's trees and materials. We are grateful for the help of local volunteers who helped the Council to plant 615 trees on Council land by March 2022.

4.7.3. The officer team has outline plans to plant more trees in winter 2022-2023 subject to consultation. We continue to liaise with other landowners to expand planting on a wider scale where possible, subject to future agreements.

4.7.4. On 15th April, Tiverton Tree Team launched Tiverton Community Orchard hosted on Council land at Mountbatten Way (planted December 2021). [The event](#) was attended by Cllr Ray Radford in his official capacity as Chairman of the Council, also Cllr Les Cruwys, Cllr Ben Holdman, Cllr Elizabeth Slade, Cllr Colin Slade and the C&S Specialist.

4.7.5. We are grateful for the neighbour cooperation and for the support of Tiverton Tree Team and Sustainable Tiverton volunteers. (Tiverton Tree Team has an online fundraiser for their work including the community orchard project.)

4.8. Project: Mid Devon District Council's proposals for hydro-electric power on the River Exe at Tiverton. (CS priority: 2. CP aim: env02.)

4.8.1. The C&S Specialist has set up a project board and met with Environment Agency officers. Western Power Distribution has been informed of the plan to connect 150kWp generation capacity.

4.8.2. Work is in progress to address the need for evidence and to resolve issues behind planning objections e.g. flood risk assessment modelling. An update will be provided at the next Environment PDG.

4.9. The Council's vehicle fleet. (CS priority: 2. CP aim: none).

4.9.1. To reduce fleet emissions (Scope 1) in line with Council Net Zero 2030 policy and to save on fuel costs, the Transport Manager and the Climate and Sustainability Specialist wrote a 2021 report to promote adoption of Ultra Low Emissions Vehicles (ULEV) onto Council fleet when suitable vehicles were due for replacement; or when new vehicles are taken on. Relevant managers and the Deputy Chief Executive were consulted on costed options, prioritising small and medium payload vans (and looking ahead to larger vehicles).

- 4.9.2. Further specialist-supported work between teams led to a decision to replace 8 small vans (diesel) with ULEV in 2022*.
- 4.9.3. The C&S Specialist highlighted this decision and presented outline costs to the January 2022 Environment PDG (Budget Options for Climate Investment).
- 4.9.4. Managers are now encouraged to adopt ULEV to the fleet, and asked to assess all fleet decisions to ensure alignment with Net Zero policy. Cost and supply constraints apply. Options are considered on an ongoing basis, facilitated by the Operations Manager - Street Scene and Open Spaces.
- 4.9.5. Update: *This order grew to 10 electric vehicle replacements. Property Services has been tasked with EV charger installation.

5.0 Conclusion

- 5.1. That the Environment PDG notes and accepts this report as an update on the Council's response to the Climate Emergency, documenting progress with the CAP (to reduce the Council's carbon footprint) and the wider Climate and Sustainability Programme.

Contact for more Information: Andrew Busby - Corporate Manager Property, Leisure and Climate Change: Email ABusby@MidDevon.gov.uk Tel: 01884 255255. Jason Ball - Climate and Sustainability Specialist: Email: JBall@MidDevon.gov.uk Tel: 01884 255255.

Circulation of the Report: Cabinet Member for the Environment and Climate Change, Leadership Team.

List of Background Papers: The previous climate change and sustainability report provided to the [Environment Policy Development Group](#) on [24 May 2022](#).

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ENVIRONMENT POLICY DEVELOPMENT GROUP

19 JULY 2022

REPORT – CLIMATE AND SUSTAINABILITY UPDATE – ANNEX A

Cabinet Member(s): Cllr C R Slade - Cabinet Member for the Environment and Climate Change.

Responsible Officer(s): Andrew Busby - Corporate Manager Property, Leisure & Climate Change. Jason Ball, Climate and Sustainability Specialist.

1.0 Performance

1.1. Performance Indicators

1.1.1. Progress on Performance Indicators (PI) is provided separately, on the regular Performance and Risk Reports.

1.1.2. The tables below summarise actions and progress in achieving the Council's Corporate Plan *aims* and Climate Strategy *priorities*.

Table 1 - Relevant Aims from the Corporate Plan (CP)

ref	Aim	Notes on actions taken
	Environment	
env 01	Encourage retro-fitting of measures to reduce energy usage in buildings.	<p>The Climate & Sustainability Specialist (C&S Specialist) continues to support teams with projects and improvements in practice, policy and strategy e.g. the Housing, Planning, Property.</p> <p>Housing: 3 projects in Social & Affordable Housing. Archetypes project; retrofit; funding bids in preparation. Ongoing operational: maintenance and improvement cycles, solar PV panels generate renewable power for tenants.</p> <p>Property: Success in bid to Public Sector Decarbonisation Scheme (PSDS) for a £2.8m decarbonisation project (2 leisure centres). The previous £300k project to help decarbonise those facilities is complete. Solar PV generation on Council facilities.</p>

<p>env 02</p>	<p>Encourage “green” sources of energy, supply new policies and develop plans to decarbonise energy consumption in Mid Devon.</p>	<p>C&S Specialist has encouraged the Council to consider local renewable energy investments.</p> <p>Corporate Manager for Property Leisure and Climate Change has secured greener electricity procurement. All power supply to Council premises will be 100% renewable by October 2022.</p> <p>Solar PV for householders - the Council is part of the Solar Together Devon project.</p> <p>The Council has promoted the Green Homes Grant and community support, e.g. advice and funding via Exeter Community Energy.</p> <p>Electric Vehicle charging points using renewable energy; the Council will host at least 5 new locations - works begin this year (2022).</p> <p>Liaison with Western Power to promote development of the local power infrastructure. Report provided to Environment PDG.</p>
<p>env 03</p>	<p>Identify opportunities to work with landowners to secure additional hedgerow planting, biodiversity and reforestation.</p>	<p>Ongoing work with colleagues, parishes and landowners etc, for opportunities and proposals.</p>
<p>env 04</p>	<p>Consider promoting the designation of the Exe Valley as an Area of Outstanding Natural Beauty (AONB).</p>	<p>The C&S Specialist will liaise with Policy Development Groups and officer teams.</p>
<p>env 05</p>	<p>Encourage new housing and commercial developments to be “exemplars” in terms of increasing biodiversity and reducing carbon use.</p>	<p>The C&S Specialist is working with colleagues to promote the importance and benefits of Net Zero performance buildings, sustainable materials, biodiversity net gain, resource protection etc.</p> <p>Growth and Economic Development. Teamwork to review Plans and Strategies. Promoting teamwork on rural business, local procurement etc.</p> <p>Planning: work has begun on an interim policy statement on Climate Change, to support Local Plan. Soon to launch a new low carbon housing assessment tool. Advising and supporting on major infrastructure and development programmes e.g. HAZ, CGV, M5 J27, EUE e.g. input to Neighbourhood Plans and Master Plans).</p>
<p>env 06</p>	<p>Increase recycling rates and reduce the amounts of residual waste generated.</p>	<p>The C&S Specialist works with Street Scene to promote the <i>reduce-reuse-recycle</i> message e.g. Mid Devon Show; and supported project work e.g. <i>Bin It 1, 2, 3</i>.</p>

env 07	Explore large-scale tree-planting projects and re-wilding to enhance biodiversity and address carbon pressures.	<p>The C&S Specialist worked to position the Council as strategic partners to deliver tree planting through the Devon County Council's Emergency Tree Fund, a grant provided by The Woodland Trust.</p> <p>Over 600 trees planted 2021-2022. Community Orchard created by Tiverton Tree Team. Council land assessed for potential planting. The C&S Specialist proactively asked members, staff and parishes for planting proposals (ongoing).</p> <p>The C&S Specialist will work with others to seek external funding and partnership work to support nature recovery and habitat enhancements.</p>
env 08	Promote sustainable farming practices in partnership with local farmers, district and county councils; including research into best practice re better soil management and animal husbandry.	Sustainable Farming report provided to Environment PDG. Farming discussed at State of the District Debate. The C&S Specialist will support partnership work with land managers, and has begun to engage with farmers and others about the Mid Devon situation.
env 09	Work with parish and town councils to promote the development and retention of parks and play areas across the district.	Outwith the C&S Specialist role, but relevant to e.g. healthy lifestyles, green infrastructure, nature recovery, climate adaptation.
env 10	Support community activities that improve the environment	Ongoing outreach with groups, partnerships and at district, town and parish level to support activity. The new climate and sustainability website. The Housing team has given away free plug-in electricity monitors to social housing tenants.
Homes		
h 01	Introduce zero carbon policies for new development.	The C&S Specialist worked with the Housing Strategy team to embed and respond to Council's aim for Net Zero and to help deliver on this priority.
h 02	Encourage the piloting of Modern Methods of Construction (MMC) and self-build opportunities.	<p>Building Services team progress on Zed Pod modular housing with renewable energy installed to achieve Net Zero emissions.</p> <p>The Council is a supporter of the National Custom and Self Build Association and continues to invite proposals for custom and self-build projects.</p>
h 03	Use new development as opportunities to help communities to become increasingly sustainable and self-sustaining at neighbourhood level (district heating, energy use, recycling / re-use systems etc.).	The C&S Specialist works with others e.g. Planning to help realise this aim. Provided input to help develop: Culm Garden Village Sustainability Strategy; Cullompton Town Centre Masterplan; Cullompton Heritage Action Zone ideas.
Economy		
ec 01	Promote zero carbon exemplar sites within commercial settings.	The C&S Specialist will work with others in the Property team and colleagues in Planning and Regeneration to realise this.
ec 02	Use car park pricing mechanism to effectively balance the needs of vehicular access with those of reducing car use.	This seems a natural next step after the 2022 Electric Vehicle (EV) charging units project.
ec 03	Promote the development of the farming economy and local food production.	Local sourcing and networks. (as above)
ec 04	Working in partnership with farmers to develop and grow markets on the principle of reducing carbon emissions and sustainability.	The C&S Specialist will work with others to seek funding, partnership work, and promote good practice exemplars.

	Community	
c 01	Work with developers and DCC to deliver strategic cycle routes between settlements and key destinations.	The C&S Specialist will work with others in Planning and Regeneration to realise this.
c 02	Secure decent digital connectivity for all of Mid Devon.	The C&S Specialist will encourage this via Planning and Regeneration teams.
c 03	Work with education providers to secure appropriate post-16 provision within the district to minimise the need to commute out for A/T level studies.	The C&S Specialist will encourage this via Planning and Regeneration teams.
c 04	Promote new, more integrated approaches to promoting good health and healthier living especially in the context of planned new developments.	The C&S Specialist will encourage this via Planning and Regeneration teams.

Table 2 - Climate Strategy (CS) 2020-24 Key Priorities

	Key Priorities	Notes on actions taken
1	Increase climate knowledge, literacy and capacity at Mid Devon District Council.	Net Zero Advisory Group (NZAG) active. C&S Specialist and learning manager are training as Carbon Literacy trainers.
2	Identify schemes that will put us on track for net zero carbon by 2030.	Ongoing work to facilitate and manage the Council's Climate Action Plan.
3	Enable and encourage the use of renewable energy locally.	Solar PV scheme. EV chargers. Liaison with Western Power.
4	Create a 'Community Climate & Biodiversity Support Fund'.	NZAG has begun to consider a grant.
5	Identify cycling and walking priorities and opportunities	The C&S Specialist will work with colleagues to seek funding and partnership opportunities. Must link into Devon level plans.
6	Review and update MDDC Procurement strategies.	The C&S Specialist initiated a review, ongoing.

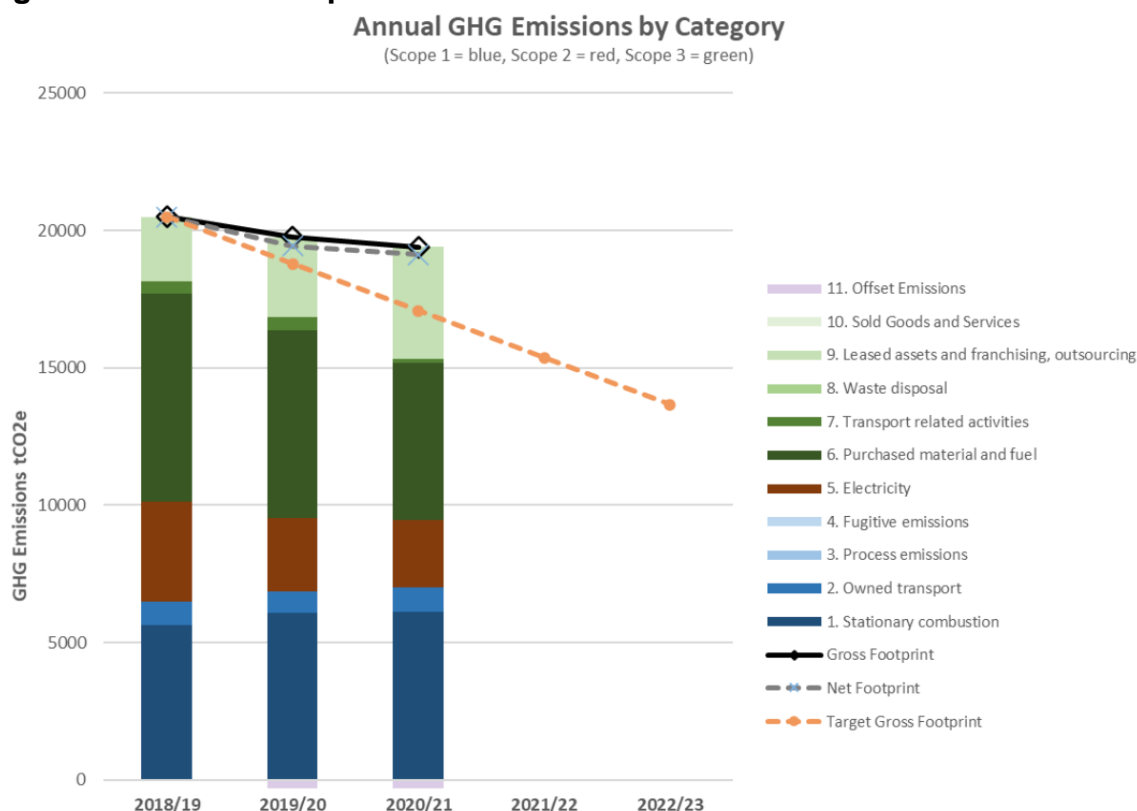
1.2. Monitoring the Council’s Carbon Footprint.

- 1.2.1. The Council reports its ‘Greenhouse Gas Inventory’ or ‘Carbon Footprint’ which is an assessment of its climate change impact as an organisation, measured in tonnes of carbon dioxide equivalent (tCO₂e). The tCO₂e is based on the Global Warming Potential (GWP) of different greenhouse gases over a 100-year period in comparison to carbon dioxide (CO₂).
- 1.2.2. Carbon Footprint reports, a progress chart and headline figures are published at <https://sustainablemiddevon.org.uk/our-plan> and will be updated annually.
- 1.2.3. For the reporting period inclusive of April 2018 to March 2019 gross emissions were 20,372 tCO₂e. This was the ‘baseline’ year. Results for this and subsequent years are shown in Table 3 below.
- 1.2.4. Carbon Footprint assessments were carried out by the University of Exeter using internationally accepted methods, and cover Scopes 1, 2, and 3. Net emissions are calculated based on reductions in greenhouse gas emissions linked to e.g. the generation of renewable energy. Net emissions will be estimated in retrospect for 2018-2019.

Table 3 - Mid Devon District Council - Carbon Footprint

Year	Gross (tCO ₂ e)	Net (tCO ₂ e)
Apr 2018 - Mar 2019	20,372	(TBC)
Apr 2019 - Mar 2020	19,754	19,439
Apr 2020 - Mar 2021	19,407	19,122

Figure 1 - Carbon Footprint bar charts 2018-2019 to 2020-2021.



Contact for more Information: Andrew Busby - Corporate Manager Property, Leisure and Climate Change: Email ABusby@MidDevon.gov.uk Tel: 01884 255255. Jason Ball - Climate and Sustainability Specialist: Email: JBall@MidDevon.gov.uk Tel: 01884 255255.

Circulation of the Report: Cabinet Member for the Environment and Climate Change; Leadership Team.

List of Background Papers: The previous climate change and sustainability report provided to the [Environment Policy Development Group](#) on [08 March 2022](#). Link to [Report](#). Link to [Appendix A](#).

ENVIRONMENT POLICY DEVELOPMENT GROUP

19 JULY 2022

PLAY AREA RISK ASSESSMENT AND SAFETY INSPECTION REVIEW

Cabinet Member(s): Cllr Colin Slade – Cabinet Member for Environment and Climate Change

Responsible Officer: Andrew Busby –Corporate Manager for Property, Leisure and Climate Change

Reason for Report: To review the way in which the Council manages its play area risk assessments and safety inspections.

Recommendation: To recommend to Cabinet that:

1) The current risk assessments and safety inspections frequency are considered adequate to meet the Council’s responsibilities and for individual pieces of play equipment to be identified on the Risk Assessment forms.

2) Digital transformation of the current inspection method would make the task more efficient and that implementation of a process will be expedited.

Financial Implications: The cost of litigation should the Council be found negligent with regards to inspection and maintenance of its play areas.

Budget and Policy Framework: The report has no impact on budget and policy framework. It should be noted that the number of play areas is reducing and income for inspecting for third parties is increasing.

Legal Implications: The Council must have an inspection and maintenance regime for its play areas as stated within the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations (1999) to ensure the health and safety of users, as far as reasonably practicable.

Risk Assessment: There is a potential cost of litigation and loss of reputation should the Council be found negligent with regards to inspection and maintenance of its play areas leave alone injury or death of a child.

Equality Impact Assessment: The Council is aware of the Equality Act 2010 duty that requires that play area providers assess their play areas for suitability by disabled users. There are no equality issues raised specifically in this report however, which is a review of current risk assessments and safety inspections of play areas.

Relationship to Corporate Plan: Ensures equipment in play areas and parks is fit for purpose to encourage active play and recreation for children and young people.

Impact on Climate Change: None

1.0 Introduction/Background

- 1.1 The previous review of risk assessments and safety inspections of the Council's play areas was carried out in 2019.
- 1.2 Mid Devon have 83 play areas (including skate parks and BMX track) in its direct control. The number of Play Area leased to Parish and Town Council is 17, there are a further 3 pending and the lease-in of land for 1 further site is to be taken over by the Parish Council on expiration. There are 3 closed sites with no equipment. It is anticipated that the total will reduce to 81 during the current year and further as the process to transfer to Town and Parishes (and other organisations) continues.
- 1.3 There shall also inevitably be a reduction in the number of pieces of equipment within play areas and play areas to inspect over time due to the managed decline of equipment and the lack of funding to replace it in some places resulting in closures in accordance with previously agreed Policy subject to review with Town and Parish at the time; un-equipped play areas shall still require inspections.
- 1.4 The District Council has a legal responsibility for the safety of those using their playgrounds. Both criminal and civil aspects of the law are relevant.
- 1.5 Under sections 3 and 4 of the Health and Safety at Work Act 1974 there is a clear duty on playground providers to ensure so far as reasonably practicable, the health and safety of those who use the facility. Failure to comply with the duties under these sections of this Act may result in legal enforcement action being taken. An improvement or prohibition notice could be served and/ or the appropriate enforcing authority could bring a prosecution.
- 1.6 Inspections are carried out by two qualified members of staff within Property Services. The FTE is 0.70 at a cost of £22,470 for inspection of equipment and supervision of £47,820 (22-23 budget) essential operational maintenance works (excluding Capital).
- 1.7 Income from Parish Councils for the provision of an inspection service is projected to be circa £3,000 in 2022/23. The recharge rate cost is subject to further review prior to 2023/24 The total may increase further as play areas are transferred.

2.0 Inspection Regime

- 2.1 The publication "Best Play" states that play provision should aim to manage the balance between the need to offer risk and the need to keep children safe from harm.
- 2.2 There is a legal requirement to carry out risk assessments on all play areas, the Health and Safety Executive in its guidance note EN1176 has endorsed the use of risk versus benefit assessments, for children's play area provision. The HSE encourages a focus on the sensible and proportionate control of real risks and not on unnecessary paperwork.

- 2.3 Although the number of play areas that Mid Devon are responsible for have reduced there is still a need to ensure that play areas that pose the highest potential risk receive the highest level of inspections. This has been determined by carrying out a play area Risk Assessment that awards scores to each site depending on the type of equipment installed and the inherent risk that it poses. The higher the score the more frequent the inspection regime, see Annex 1 and 2.
- 2.4 Annex 1 shows an example of an individual play area risk assessment and Annex 2 shows a summary of all play areas, risk scores and inspection frequencies.
- 2.5 Inspections are categorised as Routine, Operational and Annual, with a reduced schedule operating during the autumn and winter; Twice and Three Times Weekly inspections are classed as Routine. Currently each of our play areas receives a Monthly and an Annual Inspection as a minimum. The higher scoring sites receive additional Routine Inspections to a maximum of Three per week; Monday to Friday - there are no weekend or bank holiday inspections with refuse operatives being observant to gross defects on those days in the higher risk sites where bins are also being serviced.
- 2.6 Around 2000 inspections are undertaken annually.
- 2.7 Inspections are classified as:
- a) Routine Inspection - this is a basic safety check and will identify hazards resulting from vandalism and wear and tear from normal use.
 - b) Monthly Inspections - are more detailed and include the condition of both static and moving parts, such as chains, seats and bearings.
 - c) Annual Inspection - this examines the integrity of the structures and takes an overview of the play area as a whole.
- 2.8 Inspection frequency is under constant review depending on condition of equipment, prevalence of anti-social behaviour and vandalism and the weather. Reduced inspection frequencies during Autumn/ Winter are off-set with increased emphasis on land drainage and flood-defence assets.
- 2.9 All inspections are entered into a database and the results can be interrogated to ensure identified repairs are carried out.
- 2.10 In addition to the in-house inspections as detailed above an Annual independent inspection is carried out by independent certified Annual Play Area Inspection company – this has been RoSPA but other providers are available and service value will be tested.
- 2.11 Routine Inspections carried out Twice and Three times weekly are at the four larger park sites (Amory Park, Peoples Park and Westex Recreation Ground in Tiverton and Newcombes Meadow in Crediton), skate parks and BMX track. It should be noted that these Inspections especially during school

holiday periods are more often than not a litter picking exercise. Litter accumulating at the skate parks, BMX track and shelters in the larger parks

3.0 **Safety Record**

3.1 The Council is aware of two accidents in the review period. This has led to greater emphasis on the causes additional risk consideration for play area with tiled safer surfacing.

3.2 There has not been any claim received by the Council in the review period. This is a reflection of the thoroughness of inspection regime and quality of new installation compliance with guidance, although this should not lead to complacency. Guidance on play area safety can be open to interpretation by qualified staff and independent experts which Property Services and the Health and Safety Officer consider prior to implementation.

3.3 The reduction in inspection frequency approved at the previous review has had no evident detrimental impact.

4.0 **Recommendations**

4.1 That the current play area risk assessment and inspection regime continues as it is.

4.2 To seek to implement a cost effective means of directly entering inspection records into a database via handheld or portable devices at the earliest opportunity.

Contact for more Information: Andrew Busby -Corporate Manager for Property, Leisure & Climate Change - Email abusby@middevon.gov.uk – Telephone 01884234948.

Circulation of the Report: Cllr Colin Slade – Cabinet Member for Environment and Climate Change, Leadership Team

List of Background Papers: Environment PDG -Safety Inspection 6 August 2019.

Site: 1814 Crediton Monks Close

Criteria

Likelihood of an accident	After considering the generic assessment of the equipment the figure is derived from a scale 1 - 3 1 = Possible 2 = Likely 3 = Very Possible
Number of Items	This refers to fixed pieces of equipment and includes on site fencing and goal posts. For multi-play equipment the number is derived from the number of modules including link modules. For fencing the following is used 1 = not easily climbed 2 = can be climbed 3 = Easily climbed
Seriousness of injury	This refers to the type of ground below the equipment which could reduce the seriousness of the injury and is considered along with the generic assessment. 1 = Rubber 2 = Woodchip 3 = Other
Additional Weightings	Additional weightings cover hazards such as closeness of rivers, roads and railways and the presence of paddling pools, old equipment and the high incidence of vandalism. The number used is achieved by allocating two points per hazard.

Equipment type	Likelihood of accident	Number of Items	Seriousness of injury	Additional Weighting	Total
Rotating					0
Rocking					0
Swinging					0
Balance	1	2	1	1	2
Slide					0
Hanging					0
Climbing					0
Crawling					0

Equipment type	Likelihood of accident	Number of Items	Seriousness of injury	Additional Weighting	Total
Fencing	1	1	1	1	1
Multi Item	2	2	1	1	4
Other					0
Total					7

Play Areas Risk Assessment in Parish order

Annex 2

Site	Town Village	Site	Status	Score	Summer	Winter
301	Bow	Godfrey Gardens	Owned	8	Monthly	Monthly
302	Bow	St.Martins Close	Owned	8	Monthly	Monthly
303	Bow	Village Hall	Parish	29	Monthly	Monthly
304	Bow	Iter Park	Owned	25	Monthly	Monthly
401	Bradninch	Townlands	Owned	20	Monthly	Monthly
402	Bradninch	Barnes Close	Owned	7	Monthly	Monthly
601	Burlescombe	Brays Close	Owned	20	Monthly	Monthly
602	Westleigh	Westleigh	Lease-In	30	Monthly	Monthly
1101	Cheriton Bishop	Glebelands	Lease-Out	16	Monthly	Monthly
1701	Coleford	Coleford	Parish	18	Monthly	Monthly
1801	Crediton	Greenway	Closed	5	Monthly	Monthly
1802	Crediton	Beech Park	Owned	10	Monthly	Monthly
1803	Crediton	Newcombes	Owned	50	Three times weekly	Twice Weekly
1804	Crediton	Barnfield	Owned	20	Monthly	Monthly
1805	Crediton	Tuckers Meadow	Owned	12	Monthly	Monthly
1806	Crediton	Lords Meadow	Owned	12	Monthly	Monthly
1807	Crediton	Walnut Drive	Owned	8	Monthly	Monthly
1808	Crediton	Spinningpath Gardens	Lease-Out	8	Monthly	Monthly
1809	Crediton	Queen Elizabeth Drive (1)	Owned	11	Monthly	Monthly
1810	Crediton	Beacon Park	Owned	13	Monthly	Monthly
1811	Crediton	Lords Meadow "In Line Skating"	Owned	38	Twice Weekly	Twice Weekly
1812	Crediton	Fulda Crescent	Lease-Out	4	Monthly	Monthly
1813	Crediton	Queen Elizabeth Drive (2)	Owned	6	Monthly	Monthly
1814	Crediton	Monks Close	Owned	9	Monthly	Monthly
1815	Crediton	Cromwells Meadow	Owned	7	Monthly	Monthly
1816	Crediton	Kirton Rise	Owned	30	Monthly	Monthly
1901	Copplestone	Sunnymead	Lease-Out	39	Twice Weekly	Twice Weekly
1902	Copplestone	Fernworthy Park	Lease-Out	10	Monthly	Monthly
2101	Cullompton	Knightswood	Owned	38	Twice Weekly	Twice Weekly
2102	Cullompton	Rivermead	Lease-Out	10	Monthly	Monthly
2103	Cullompton	Ash Drive	Owned	12	Monthly	Monthly
2104	Cullompton	Conifer Close	Owned	9	Monthly	Monthly
2105	Cullompton	Linden Road	Owned	17	Monthly	Monthly
2106	Cullompton	Headweir Road	Lease-Out	17	Monthly	Monthly
2107	Cullompton	Ploudal Road	Owned	14	Monthly	Monthly
2108	Cullompton	Stoneyford	Lease-Out	21	Monthly	Monthly
2109	Cullompton	Tufty Park	Lease-Out	13	Monthly	Monthly
2110	Cullompton	Bockland Close	Owned	15	Monthly	Monthly
2111	Cullompton	Meadow Lane "In Line Skating"	Owned	36	Twice Weekly	Twice Weekly
2112	Cullompton	Clover Drive	Closed	5	Monthly	Monthly
2113	Cullompton	Spindlebury	Owned	13	Monthly	Monthly

Play Areas Risk Assessment in Parish order

Annex 2

Site	Town Village	Site	Status	Score	Summer	Winter
2114	Cullompton	Siskin Chase	Owned	6	Monthly	Monthly
2115	Cullompton	Starlings Roost	Owned	14	Monthly	Monthly
2116	Cullompton	Water Meadow	Owned	10	Monthly	Monthly
2117	Cullompton	Haymans Close	Owned	6	Monthly	Monthly
2118	Cullompton	Haymans Green	Owned	9	Monthly	Monthly
2119	Cullompton	Chaffinch Drive	Owned	20	Monthly	Monthly
2120	Cullompton	Dove Close	Owned	7	Monthly	Monthly
2121	Cullompton	Crossparks	Owned	12	Monthly	Monthly
2122	Cullompton	Bullfinch	Owned	9	Monthly	Monthly
2123	Cullompton	Linear Park	Owned	14	Monthly	Monthly
2124	Cullompton	Saxon Way	Owned	12	Monthly	Monthly
2125	Cullompton	Windsor Close	Owned	5	Monthly	Monthly
2126	Cullompton	Hanover Gardens	Owned	8	Monthly	Monthly
2601	Hemyock	Hollingarh Way	Owned	5	Monthly	Monthly
2602	Hemyock	Logan Way	Owned	10	Monthly	Monthly
2603	Hemyock	Millhayes	Owned	7	Monthly	Monthly
2901	Holcombe Rogus	Holcombe Rogus	Parish	8	Monthly	Monthly
3301	Lapford	Church Close	Owned	9	Monthly	Monthly
3501	Morchard Bishop	Greenaway	Owned	8	Monthly	Monthly
4101	Puddington	Puddington	Parish	21	Monthly	Monthly
4201	Sampford Peverell	Cornlands	Owned	8	Monthly	Monthly
4301	New Buildings	New Buildings	Owned	8	Monthly	Monthly
4302	Sandford	Town Barton	Owned	6	Monthly	Monthly
4501	Ellerhayes	Ellerhayes	Owned	7	Monthly	Monthly
5201	Tiverton	Trickey Close	Owned	16	Monthly	Monthly
5202	Tiverton	Palmerston Park	Owned	14	Monthly	Monthly
5203	Tiverton	Amory Park	Owned	32	Twice Weekly	Twice Weekly
5204	Tiverton	Colesmead	Owned	6	Monthly	Monthly
5205	Tiverton	Cotteylands	Owned	27	Monthly	Monthly
5207	Tiverton	Peoples Park	Owned	73	Three times weekly	Twice Weekly
5208	Tiverton	Westexe Rec	Owned	41	Three times weekly	Twice Weekly
5209	Tiverton	Wilcombe	Owned	35	Twice Weekly	Twice Weekly
5210	Tiverton	Lowman Priory	Owned	15	Monthly	Monthly
5211	Tiverton	Margurite Road	Owned	7	Monthly	Monthly
5212	Tiverton	Hawthorn Road	Owned	8	Monthly	Monthly
5213	Tiverton	Halsbury Road	Closed	7	Monthly	Monthly
5214	Tiverton	Ashley Rise	Owned	11	Monthly	Monthly
5215	Tiverton	Cudmore Park	Owned	9	Monthly	Monthly
5216	Tiverton	Starkey Close	Owned	13	Monthly	Monthly
5217	Tiverton	Orchard Leigh	Owned	16	Monthly	Monthly
5218	Tiverton	Banksia Close	Owned	23	Monthly	Monthly
5220	Tiverton	Everett Place (1)	Owned	12	Monthly	Monthly
5221	Tiverton	Everett Place (2)	Owned	12	Monthly	Monthly
5222	Tiverton	Bolham Road Skatepark	Owned	49	Three times weekly	Twice Weekly

Play Areas Risk Assessment in Parish order

Annex 2

Site	Town Village	Site	Status	Score	Summer	Winter
5224	Tiverton	Waylands	Owned	15	Monthly	Monthly
5225	Tiverton	Spencer Drive	Owned	11	Monthly	Monthly
5226	Tiverton	Popham Close	Owned	3	Monthly	Monthly
5227	Tiverton	Marley Close	Owned	7	Monthly	Monthly
5228	Tiverton	Amory BMX	Owned	43	Three times weekly	Twice Weekly
5301	Uffculme	Pippins Field	Owned	5	Monthly	Monthly
5302	Uffculme	Pathfields	Lease-Out	18	Monthly	Monthly
5303	Uffculme	Culm Valley Way	Owned	13	Monthly	Monthly
5801	Wembworthy	Wembworthy	Lease-In	18	Monthly	Monthly
5901	Willand	South View	Lease-Out	10	Monthly	Monthly
5902	Willand	The Orchards	Lease-Out	8	Monthly	Monthly
5904	Willand	Harpitt Close	Owned	12	Monthly	Monthly
5905	Willand	Gables Lea	Lease-Out	7	Monthly	Monthly
5906	Willand	Chestnut Drive	Lease-Out	13	Monthly	Monthly
5907	Willand	Victoria Close	Owned	18	Monthly	Monthly
5908	Willand	Worcester Crescent	Lease-Out	10	Monthly	Monthly
5909	Willand	Mallow Court	Lease-Out	11	Monthly	Monthly
5910	Willand	Buttercup Road		15	Monthly	Monthly
6201	Yeoford	Yeo View	Lease-Out	14	Monthly	Monthly

	Transferred
	To be Transferred

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ENVIRONMENT PDG
DATE: 19TH JULY 2022

PERFORMANCE AND RISK OUTTURN REPORT FOR 2021/22 (LEADERS REPORT)

Cabinet Leader Cllr Bob Deed
Responsible Officers Matthew Page, Corporate Manager for People, Governance & Waste
Nicola Cuskeran, Interim Corporate Performance and Improvement Manager

Reason for Report: To provide Members with an annual review of the Council's performance against the corporate plan, service objectives and targets for 2021/2022.

RECOMMENDATION: That Environment PDG reviews the performance and risks and feeds back any areas of concern.

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

Financial Implications: There are no direct financial implications arising from this report. However, if performance is not at the expected or desired level then resources may need to be reviewed or redirected to enable more focused performance.

Legal Implications: There are no direct legal implications arising from this report. However, if performance is not at satisfactory levels, the risk of legal challenge arising increases.

Risk Assessment: If performance is not monitored we may fail to meet our corporate and service 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: Customer feedback can help the council identify any groups of people who may potentially be experiencing a less satisfactory level of service when compared to the majority of our customers. When reviewing performance and making recommendations on priorities, the council should be minded to consider how services might impact on different sections of the community.

Climate Impact Assessment: A number of performance indicators are either directly or indirectly related to our corporate ambition to reduce carbon emissions. Monitoring the performance of these can help evaluate the impact of Council interventions as well as guide future decisions on spend and investment.

1.0 Introduction

- 1.1 This report provides a year end analysis of the overall performance position for the period of 2021/2022.
- 1.2 As outlined in the reports to the Cabinet throughout the year, the pandemic led to a step change being taken to ensure effective service delivery was maintained through staff working remotely and the use of digital platforms. In December 2021 ICT services increased the bandwidth (in computing terms is the maximum rate of data transfer) doubling the existing speed of connection and made some changes to the firewall to improve performance. As of April 2022 ICT services have rolled out 3CX telephony system to support and aid remote working and improve the customer experience by being able to converse with officers.
- 1.3 The attached KPI appendices cover the entire financial year. Progress is monitored throughout the year by reporting against the declared aims for each priority identified.
- 1.4 In terms of the priorities for the coming year, the Cabinet will be focused on embedding a recovery from the pandemic, whilst ensuring that delivery against the corporate plan is maintained and improved.
- 1.5 A mid-point review of the Corporate Plan has been published and was presented at Cabinet on 5 April 2022. The report will also be presented to Audit committee, Cabinet and the Policy Development Groups (PDG's) during June 2022.

2.0 Environment Appendix 1

Aim - Increase recycling rates and reduce the amounts of residual waste generated

- 2.1 A trial of three weekly residual waste collection in parts of the District took place between July and October 2021. This demonstrated a reduction in residual waste of between 24% and 44% in the urban trial locations, and a reduction of between 6% and 30% in rural settings. Analysis suggests that the majority of this change accrues to the diversion of food waste from residual waste – aided by the trial of weekly food caddy collections. This informed the decision taken by the Cabinet in February 2022 to commence 3 weekly collections as standard practice from late September 2022.
- 2.2 Encouragement was drawn from a survey carried out with affected residents after the trial where 71% of those surveyed thought that reducing the carbon footprint was the most important aspect to them when asked about the benefits of collecting non-recyclable waste every three weeks. A communication and soft enforcement plan will be presented to all members on the 14 June 2022 will emphasise the importance of each household directly contributing to the District reducing its carbon footprint and achieving carbon zero net status through greater reusing, reducing and recycling of waste.
- 2.3 Household recycling rates in Mid Devon for 2021/2022 was 53.4% which was better than the target. The total of residual waste collected was slightly above the target at 364.5Kg per household.

- 2.4 The number of households who pay for their garden waste to be collected at the kerbside increased by 229 customers. The percentage of missed refuse and organic waste collections reported was slightly above target at 0.02%.
- 2.5 The revised Public Spaces Protection (Dog Control) Order (PSPO) was reviewed and a public consultation took place. The Environment PDG recommended the fixed penalty for breaches of the PSPO would be set at the maximum of £100 and the Cabinet approved the recommendation.

Aim - Encourage "green" sources of energy supply new policies and develop plans to decarbonise energy consumption in Mid Devon

- 2.6 Through the Devon Solar Together initiative, the number of solar panels installed is 253 (this succeeded the pre-set target of 250).
- 2.7 All 5 Council-owned locations for 10 fast charger points under the Deletti scheme were approved and the lead partner Devon County Council has prepared for procurement with installations taking place during 2022. The total usage of electric car charging was well above the target (2,300) at 4,639.

Aim – Encourage retro-fitting of measures to reduce energy use in buildings.

- 2.8 The Council's Property Services team has carried out improvement works at all 3 leisure sites. The measures will mean that over the life of the assets, CO2 emissions will be cut by 520 tonnes, with an annual reduction of around £40,000 - £50,000 in electricity charges, as well as reduced maintenance costs.

Aim - Encourage new housing and commercial developments to be 'exemplars' in terms of increasing biodiversity and reducing carbon use.

- 2.9 The Council's planned modular housing development in Cullompton has been shortlisted for four awards in the South West's Construction Excellence Awards. This is being delivered in partnership with innovative modular house builder Zed Pods Ltd. The zero carbon homes are set to be installed on a council-owned site on the St Andrew's estate in Cullompton and, once completed, will be an exemplar social housing scheme.

3.0 Homes Appendix 2

Aim - Deliver more affordable housing and greater numbers of social rented homes

- 3.0 The Council has been working hard and recently developed and adopted a new, comprehensive and innovative housing strategy (2021-2025) ensuring a whole organisation approach to housing enablement, delivery and management. This new approach has created a multi-disciplinary Housing Strategy Delivery team.

- 3.1 Our Housing Strategy sets out a clear direction, for the next five years, to offer more housing with more choice by developing new homes and improving existing homes and communities. There is a particular focus on affordable and social rent properties alongside a strong commitment to having low-carbon, accessible and adaptable homes. This means we can support our most vulnerable residents to access and maintain good quality housing which meets their needs. This will help our hamlets, villages and towns to be sustainable in the longer term and contribute to the district's prosperity and wellbeing.
- 3.2 The percentage of emergency repairs to our tenants properties completed on time met its target of 100%. The percentage of urgent repairs completed on time was above the target (95%) at 99.3%. The percentage of routine repairs completed on time was above the target (95%) at 98.8%.
- 3.3 During the last year the council has commissioned contracts following approval of our planning applications for 3 homes in Tiverton, 6 modular carbon-zero homes in Cullompton, 8 modular carbon-zero homes in Tiverton and the projects are currently being commissioned. In the next few weeks a major planning application submission for 70 homes on land at Post Hill Tiverton will become part of Mid Devon's housing stock.

Aim - Work with landlords to ensure the quality of homes in the private rented sector

- 3.4 During 2021-2022 a total of 54 empty homes were brought back into use while in 2020-2021 the total of empty homes reintroduced was 101. The combined total exceeds the target of 72 homes each year (155 compared to the target of 144).

4.0 Economy Appendix 3

Aims - Identify strategic and tactical interventions to create economic and community confidence and pride in the places we live. This includes a continued focus on Town Centre Regeneration. Develop and deliver regeneration plans for all 3 main towns in partnership with Town and Parish Councils, private and third sector organisations and communities.

- 4.1 The Minister of State for Transport has discussed the importance of regional connectivity as proposals to reopen a station in Cullompton gather momentum. The importance of regional connectivity and the role that railways play in terms of connecting people and places, people in their communities, people and jobs and opportunities.
- 4.2 During the last year the District Council launched two rounds of Love Your Town Centre funding. Both rounds received bids from local businesses, town councils or organisations across Crediton, Cullompton and Tiverton, with proposals to generate and support the town centres economic recovery. The scheme has proved vital this year, providing funding for quick-win projects and supporting footfall return to the town centres, which has been welcomed by community groups.

- 4.3 Over the last year the Cullompton High Street Heritage Action Zone has achieved:
- Higher Bullring Public Realm Enhancement scheme - concept design work is underway following the appointment of consultants last autumn, in partnership with Devon County Council and Historic England.
 - The Cultural Consortium 'Creative Cullompton' were successful in their bid to Historic England and awarded a grant of £90,000 to support local cultural and historic activities in the town centre as part of the High Street Heritage project.
 - The updated Cullompton Conservation Area Appraisal (CAMP) has been completed.
 - The Building Grants Scheme is progressing and the High Street Heritage Officer is working with owners of various properties to develop eligible projects for funding. Properties have been identified following a Condition Survey and the preparation of a Building Priority list.

Aim – Work with developers to secure our ambitious plans for the J27 'Devon Gateway' development site

- 4.4 In terms of strategic development, one of the district's most significant future development opportunities exists at Junction 27 of the M5 – where the M5 and the A361 north Devon link road intersect. The Eden project has received £250k of Community Renewal Fund monies in order to progress its outline proposals for the site which include using Junction 27 to create a gateway to Devon / North Devon in a highly accessible location on the strategic highway network.
- 4.5 The Council was one of the first to go live nationally across the UK and first in Devon and Somerset with applications on the 12 March 2022 for the Council Tax Energy Scheme, payments could not be made until on or after 01 April 2022 as per Government guidance. As at 16 May 2022 the Council has paid out a total of £3,505m to eligible Mid Devon households this is 84% of the total budget.
- 4.6 Mid Devon have issued millions of pounds of assistance in business rate grants over the past 2 years.
- 4.7 The Benefits Service delivered the test & trace scheme where £500 was paid out to more vulnerable people when they had to isolate.
- 4.8 The community response to support the 74 Asylum Seekers, accommodated at Tiverton Hotel, as part of the Government's Initial Asylum Seekers Accommodation has concluded.
- 4.9 The government has launched the 'Homes for Ukraine Scheme' to support the refugees seeking a safe home in our communities whilst fleeing from the war in the Ukraine. Team Devon are working closely together to deliver a wraparound package of support (access to benefits; health services; education; wellbeing).

5.0 **Community Appendix 4**

Aim - Seek opportunities to address public health issues and disparities to improve the health and wellbeing of everyone in Mid Devon

- 5.1 There was an increase in the number of Health Referral Initiatives across our Leisure centres last year. Conversations have taken place at a regional level through the Active Devon group, supported by Sport England, to ensure a consistent approach to this element of the Leisure provision.

Aim – Encourage communities to deliver their own projects to reduce carbon emissions

- 5.2 The State of the District Debate this year returned and was on the subject of the Climate Change Agenda. A number of topic specialists provided valuable insights, speaking on themes such as energy advice for our homes, impacts on farming and successful green projects that are taking place within the district. The debate was well received and Members will be considering what was discussed and will look at ways to work with communities to address the issues raised.

Aim - Promote new, more integrated approaches to promoting good health and healthier living especially in the context of planned new developments.

- 5.3 The Council consulted on the Plan Mid Devon 2023 – 2043 Issues Paper between 31st January and 28th March 2022, involving both on-line and face to face public engagement events. This is the first stage in preparing the new Local Plan, in which views have been invited about what the new Local Plan will include and how Mid Devon should be planned for in the future. Consultation responses are currently being considered and work is now progressing across a range of technical evidence that will be used to help inform the preparation of a Draft Policies and Site Options Report that will be consulted on in mid-2023.

Aim – Promote community involvement in Council activity

- 5.4 The number of complaints received during 2021/2022 was 404 and the percentage of complaints resolved within the timescales of 10 to 12 weeks was 91%, slightly above target.

6.0 Corporate Appendix 5

- 6.1 The Planning KPIs are all on target or better than target. Considering the relatively undiminished volume of applications, this is a significant success.
- 6.2 The Building Control service has exceeded their performance targets relating to the assessment of full plans and applications examined within 3 weeks.
- 6.3 The response rate to FOI requests answered on time was 98% against 100% for the previous two years.

- 6.4 The Council's own industrial units had 98% occupancy rates at the end of the year.
- 6.5 Collection rates for Council tax in the financial year of 2021/2022 had a target of 96% with the team securing a rate of 96.69%.
- 6.6 NNDR rates (Business Rates) in the financial year of 2021/2022 had a target of 96% with the team securing a rate of 98.62%. The service has worked very hard to secure a 1.5% increase on the pre-set target.
- 6.7 In 2021/2022 an average of 7.47 days per fte were lost due to sickness absence which is an increase compared to 5.80 days in 2020/2021. There were fewer formal restrictions during the autumn and winter months of 2021/22 which led to increased amounts of sickness and COVID related infection amongst the workforce.

Despite these pressures all services were maintained during this difficult period including the collection of all waste and recycling despite a third of the workforce having COVID-19 in the last quarter of 21/22.

- 6.8 An independent staff survey was carried out in the autumn of 2021 to assess staff feedback on key components of their employment experience and to compile an all staff action plan which was presented to Scrutiny in April 2022. All local authorities including Mid Devon have a considerable challenge as we emerge from the pandemic and face the current cost of living crisis to recruit and retain our most vital asset; our people.

7.0 Risk

Some risk scores have increased due to the Covid 19 pandemic especially as regards financing, homelessness and the economic outlook.

- 7.1 The Corporate risk register is regularly reviewed by both the Corporate Management Team and Leadership Team and updated as required.
- 7.2 Risk reports to committees include strategic risks with a current rating of 10 or more in accordance with the Risk and Opportunity Management Strategy. (Appendix 6)
- 7.3 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.
- 7.4 Like all local authorities the council is facing the challenge of increased turnover and high level of vacancies. Part of this challenge is down to wage stagnation due to current levels of inflation vastly outstripping the cost of living rise that local authorities cannot afford to make. Talks are being conducted nationally across the regions on what can be achieved to address the situation.

- 7.5 There is a risk of the 'Homes for Ukraine scheme' failing should the host relationship breakdown and re-matching is not an option. Where refugees cannot afford to pay for private accommodation the council has a Homelessness Duty.
- 7.6 This would see an increase in the need for our homelessness service to find suitable alternative safe temporary accommodation at a cost to the authority and that may be some distance from the location of the original hosting arrangement due to availability pressures.
- 7.7 There is a risk around safeguarding vulnerable individuals and children who may fall outside of the 'Homes for Ukraine scheme' by not having their needs met and /or refugees being vulnerable to exploitation.

8.0 Recommendations

- 8.1 That Scrutiny review the performance and risks and feeds back any areas of concern.

Contact for more Information: Matthew Page, Corporate Manager for People, Governance & Waste email: mpage@middevon.gov.uk, Nicola Cuskeran, Interim Corporate Performance and Improvement Manager email: ncuskeran@middevon.gov.uk

Circulation of the Report: Leadership Team and Leader of the Council

Corporate Plan PI Report Climate Change

Monthly report for 2021-2022
 Arranged by Aims
 Filtered by Aim: Priorities Climate Change
 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 Climate Change																
Priorities: Climate Change																
Aims: Green Sources of Energy																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>New Solar Initiatives</u>	251	250	n/a	n/a		n/a	n/a		n/a	n/a		n/a	n/a	253	Jason Ball, Andrew Busby	(Quarter 4) Thus far, through the Devon Solar Together initiative, the number of solar panels installed is 246; and 31 kWh of battery storage capacity, across 7 installation sites. (JB)
<u>Electric Car Charger usage</u>	1,867	2,300	279	633	1,017	1,442	1,918	2,322	2,768	3,130	3,546	3,838	4,194	4,639	Jason Ball, Andrew Busby	
<u>Electric Car Charger Units</u>	0	8	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	Jason Ball, Andrew Busby	(Quarter 4) The installation and operation contract for the Deletti partnership scheme has now been procured by Devon County Council (as the lead partner) and chargepoint installations are expected to begin in May 2022 (completion before end

Corporate Plan PI Report Climate Change																
Priorities: Climate Change																
Aims: Green Sources of Energy																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
																of 2022). (JB)

Aims: Biodiversity																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>Corporate Tree Planting Scheme</u>	0	500	n/a	n/a	0	n/a	n/a	0	n/a	n/a	35	n/a	n/a	650	Jason Ball, Andrew Busby	(Quarter 1) Winter 2020-2021 planned planting was deferred due to pandemic restrictions. Planting planned for winter 2021-2022 and we are working to secure funding. (JB)
<u>Community climate and biodiversity grants</u>	No	Agree funding. Options paper to be considered by Env PDG.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No	Jason Ball, Andrew Busby	(2021 - 2022) Climate and Biodiversity fund is a priority in the Climate Strategy. Proposal included in the Budget Options for Climate Investment report to Environment PDG 11 Jan 2022. (NC)

Aims: Retro-fitting measures																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>Corporate Renewable Energy Projects</u>	1	4	n/a	n/a	0	n/a	n/a	0	n/a	n/a	1	n/a	n/a	6	Jason Ball, Andrew Busby	(Quarter 4) 2020-2021: Carlu Close solar PV project completed. 2021-2022: Retrofit of ASHP (Air Source Heat Pump) at Lords Meadow Leisure Centre; retrofit energy saving light installations at all 3 leisure centres; retrofit energy saving lighting measures installed at Tiverton multi-storey car park. The hydro project is a live planning application at present. (JB)
<u>ECO Flex</u>	1,028	300	133	191	259	289	322	375	413	438	469	503	555	625	Simon Newcombe	
<u>Housing Assistance Policy</u>	5	5	0	0	0	2	3	6	7	7	13	15	18	28	Simon Newcombe	
<u>Home Improvement Loans</u>	10	10	n/a	n/a	2	n/a	n/a	3	n/a	n/a	4	n/a	n/a	5	Simon Newcombe	

Aims: Other																
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Corporate Plan PI Report Climate Change																
Priorities: Climate Change																
Aims: Other																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>Community Schemes</u>	0	4	n/a	n/a	4	n/a	n/a	4	n/a	n/a	6	n/a	n/a	8	Jason Ball, Andrew Busby	(Quarter 4) Active liaison with at least 8 groups across the district, e.g. online workshops, correspondence, events, promoting their activities on the Climate and Sustainability website, and outreach to ask for their input on Council activities. (JB)
<u>Council Carbon Footprint</u>	19,407	18,250	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		Jason Ball, Andrew Busby	(2021 - 2022) Quarter 4 - we are waiting for the figures to be checked before we can publish them. (NC)

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Corporate Plan PI Report Environment

Monthly report for 2021-2022
 Arranged by Aims
 Filtered by Aim: Priorities Environment
 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 Environment

Priorities: Environment

Aims: Increase recycling and reduce the amount of waste

Performance Indicators

Title	Prev Annual Year End	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	Corporate Team Manager	Officer Notes
<u>Residual household waste per household (measured in Kilograms) (figures have to be verified by DCC)</u>	379.8	362.0	33.7	62.3	93.1	124.2	154.3	185.2	213.3	243.9	272.1	306.3	333.3	364.5	Darren Beer	(April - March) Vt slightly ov target however : 3.06% decrease comparec pervious year contributi to the 3.2 decrease overall waste arisings. (LD)
<u>Number of Fixed Penalty Notices (FPNs) Issued (Environment)</u>	10		0	0	0	0	0	0	0	0	0	0	0	0	Darren Beer	(March) Manager post now and a change to team members (NC)
<u>% of Household Waste Reused, Recycled and Composted (figures have to be verified by DCC)</u>	53.5%	54.5%	52.1%	51.4%	53.6%	53.8%	53.9%	54.8%	54.9%	54.6%	54.0%	53.8%	53.6%	53.4%	Darren Beer	(March) Household recycling tonnage h decrease by 3.04% comparec last year; residual waste has also decrease resulting i 3.24% reduction waste arisings. The effec on the recycling rate is therefore 0.1% poir reduction comparec the previc year. Results fr the recent trial indica that the introducti of three weekly collection will have : considera

Corporate Plan PI Report Environment																
Priorities: Environment																
Aims: Increase recycling and reduce the amount of waste																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
																positive impact on the recycl rate. (LD)
Number of Households on Chargeable Garden Waste	11,653	11,200	11,620	11,620	11,620	11,791	11,861	11,879	11,888	11,713	11,695	11,691	11,758	11,882	Darren Beer	(March) A increase of 229 customer: compare 2020/21 (LD)
% of missed collections reported (refuse and organic waste)	0.02%	0.03%	0.02%	0.02%	0.02%	0.02%	0.02%	0.02%	0.03%	0.03%	0.02%	0.02%	0.02%	0.02%	Darren Beer	(March) Within target for the year (LD)
% of Missed Collections logged (recycling)	0.02%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	Darren Beer	(March) C target for year (LD)

Corporate Plan PI Report Homes

Monthly report for 2021-2022
 Arranged by Aims
 Filtered by Aim: Priorities Homes
 For MDDC - Services

Key to Performance Status:

Performance Indicators: No Data Well below target Below target On target Above target Well above target

* indicates that an entity is linked to the Aim by its parent Service

Page 53

Corporate Plan PI Report Homes																
Priorities: Homes																
Aims: Deliver Housing																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
Net additional homes provided	335	393	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		Tristan Peat	(2021 - 2022) Data not yet available until May 2022, due to lag time in receiving Building Control completion notices and the need for data quality checks (TP)
Self Build Plots	1	5	n/a	n/a	6	n/a	n/a	6	n/a	n/a	12	n/a	n/a		Tristan Peat	(Quarter 3) Permission granted on 1.10.2021 for a dwelling at Bow, Crediton (application reference: 21/01088/FULL), and 5 CSB plots at the Tiverton EUE (21/00128/MFUL) on 11.11.2021 (TP)
Gypsy & Traveller Pitches delivered	1	2	n/a	n/a	0	n/a	n/a	1	n/a	n/a	1	n/a	n/a	1	Tristan Peat	(Quarter 2) Retrospective planning permission granted for one pitch at Yeoford (TP)
Number of affordable homes delivered (gross)	30	94	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		Tristan Peat	(2021 - 2022) Data not yet available until May 2022, due to lag time in receiving Building

Corporate Plan PI Report Homes

Priorities: Homes

Aims: Deliver Housing

Performance Indicators

Title	Year End	Target	Act	Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Corporate Team Manager	Officer Notes
																Control completion notices and the need for data quality checks (TP)
<u>New Social Rent Council Houses</u>	0	17	n/a	n/a	0	n/a	n/a	0	n/a	n/a		n/a	n/a	6	Andrew Busby, Simon Newcombe	(Quarter 4) A total of 6 homes, 5 were buy back and 1 was a new home. (NC)
<u>Number of Homelessness Approaches</u>	587		n/a	n/a	144	n/a	n/a	316	n/a	n/a	493	n/a	n/a	675	Simon Newcombe	

Page 54

Aims: Community Land Trusts

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Community Land Trusts Assisted</u>	2	1	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	1	Tristan Peat	(Quarter 4) Release of £500 from the Council's Community Led Housing Fund to the Chawleigh Community Trust, as part of approved grant support. (TP)

Aims: Private Sector Housing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Deliver homes</u>	101	72	0	9	16	20	20	30	35	42	43	45	48	54	Simon	(January) In the last 12 months

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Corporate Plan PI Report Homes

Priorities: Homes

Aims: Private Sector Housing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>by bringing Empty Houses into use</u>															Newcombe	and has been delivering a national pilot project relating to the enforcement of the Minimum Energy Efficiency Standards in the private rented sector. As a service we've clearly also been tasked with supporting our core Public Health role regards the Covid pandemic which has diverted resources across the team, especially in the last 12-months. This has meant that the focus of the team has not been on empty homes. This decision to prioritise of statutory, high-risk duties versus lower risk and largely non-statutory work was taken at a corporate level in consultation with the relevant portfolio holders and was wholly consistent with regulatory guidance provided by MHCLG (now DLUHC) at the time. Despite this we have continued to monitor properties and intervene where there has been a serious impact on neighbours. 2 properties that

Page 55

Corporate Plan PI Report Homes

Priorities: Homes

Aims: Private Sector Housing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
																have caused problems have been listed for sale through our property auction partner this year. Going forward we are introducing a new role that will have a greater focus on empty homes work and we have a clear commitment to tackling empty homes from 2022/23 under the new Housing Strategy. (SN)
<u>Houses in Multiple Occupation (HMOs) investigations</u>	96%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	Simon Newcombe	
<u>Landlord engagement and Support</u>	14	9	n/a	n/a	1	n/a	n/a	4	n/a	n/a	10	n/a	n/a	14	Simon Newcombe	(Quarter 4) 1 x mailout re MEES, 2 x press releases and media engagement, 1 x pinpoint news bite (TW)

Page 56

Aims: Council Housing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Tenant Census</u>	34%		n/a	n/a		n/a	n/a		n/a	n/a		n/a	n/a		Simon Newcombe	(Quarter 4) Team are

Corporate Plan PI Report Homes

Priorities: Homes

Aims: Council Housing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
																developeing an action plan as part of the Housing Strategy 2021-2025 (NC)
% Emergency Repairs Completed on Time	104.2%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	Simon Newcombe	
% Urgent Repairs Completed on Time	99.9%	95.0%	99.0%	99.5%	99.7%	99.6%	99.6%	99.4%	99.4%	99.3%	99.3%	99.2%	99.3%	99.3%	Simon Newcombe	
% Routine Repairs Completed on Time	99.6%	95.0%	97.7%	98.3%	98.7%	98.8%	98.9%	99.0%	99.0%	98.6%	98.8%	98.7%	98.7%	98.8%	Simon Newcombe	
% Properties With a Valid Gas Safety Certificate	99.4%	100%	100%	99%	99%	99%	99%	100%	100%	99%	99%	100%	100%	99%	Simon Newcombe	
% Complaints	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	98.5%	98.6%	97.6%	97.9%	98.2%	98.4%	98.6%	98.8%	Simon Newcombe	

Page 57

Corporate Plan PI Report Homes

Priorities: Homes

Aims: Council Housing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Responded to On Time</u>																

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Page 58

Corporate Plan PI Report Economy

Monthly report for 2021-2022
 Arranged by Aims
 Filtered by Aim: Priorities Economy
 For MDDC - Services

Key to Performance Status:

Performance Indicators: No Data Well below target Below target On target Above target Well above target

* Indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Economy

Priorities: Economy

Aims: Incubator and start-up space

Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>Incubator and Start-up space</u>	0	2	n/a	n/a	0	n/a	n/a	0	n/a	n/a	n/a	n/a	n/a	0	Adrian Welsh	(Quarter 4) This indicator is being reviewed informed by the emerging recovery plan work. (AW)
<u>Sites for Commercial Development</u>	0	2	n/a	n/a	0	n/a	n/a	0	n/a	n/a	n/a	n/a	n/a		Keith Ashton, Andrew Busby	

Aims: Improve and regenerate our town centres

Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>Number of business rate accounts</u>	3,356	3,358	3,362	3,366	3,375	3,381	3,384	3,405	3,429	3,436	3,424	3,426	3,426	3,426	Dean Emery	
<u>Business Rates RV</u>	£45,601,082	£45,614,697	£45,572,772	£45,572,772	£46,111,792	£46,092,812	£46,128,787	£46,258,944	£46,312,564	£46,354,264	£46,303,869	£46,384,114	£46,305,114	£46,305,114	Dean Emery	
<u>Empty Business Properties</u>	244					250	250	242	249	232	240	242	236	231	Dean Emery	
<u>Tiverton Town Centre Masterplan</u>			n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Adrian Welsh, Angharad Williams	(2021 - 2022) Tiverton Town Centre Masterplan second round consultation scheduled to follow outcome of CRF bid - Cabinet March 2022 (AW)
<u>Cullompton Town Centre Masterplan</u>	n/a				Yes		Yes	Yes							Adrian Welsh, Angharad Williams	(September) Delivery Plan being developed (CY)
<u>Crediton Town Centre Masterplan</u>	n/a		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Angharad Williams	(2021 - 2022) Procurement March 2022 (AW)
<u>Pannier Market Regular Traders</u>	53.2%	85%	63%	73%	75%	76%	78%	80%	81%	82%	82%	82%	82%	82%	Jim Bray, Adrian Welsh	(May) First full month after easing of restrictions (JB)
<u>West Exe North and South</u>	13		n/a	n/a	13	n/a	n/a	13	n/a	n/a	14	n/a	n/a	13	Keith Ashton, Andrew Busby	(Quarter 4) Quarter 4 - one vacancy in West Exe North (NC)
<u>Fore St Tiverton</u>	4		n/a	n/a	5	n/a	n/a	5	n/a	n/a	5	n/a	n/a	5	Keith Ashton, Andrew Busby	(Quarter 4) 100% occupancy (NC)
<u>Market Walk Tiverton</u>	14		n/a	n/a	14	n/a	n/a	14	n/a	n/a	15	n/a	n/a	15	Keith Ashton, Jason Ball,	(Quarter 4) 100% occupancy (NC)

Corporate Plan PI Report Economy

Priorities: Economy

Aims: Improve and regenerate our town centres

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
															Andrew Busby	

Aims: Community Land Trusts

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Community Land Trusts Assisted</u>	2	1	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	1	Tristan Peat	(Quarter 4) Release of £500 from the Council's Community Led Housing Fund to the Chawleigh Community Trust, as part of approved grant support. (TP)

Aims: Digital Connectivity

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Digital connectivity</u>			n/a	n/a	0	n/a	n/a		n/a	n/a		n/a	n/a		Adrian Welsh	(Quarter 4) Progress with the town centre wi-fi projects has been hampered by Covid 19, but is due to be delivered by 1st Qtr of 2022. Econ Dev Project Manager also working to ensure maximum uptake of FFTP through 2nd Phase CDR rollout through Airband (JB)

Corporate Plan PI Report Community

Monthly report for 2021-2022
 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: Health and Wellbeing

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Annual Community Safety Partnership (CSP) Action Plan</u>	12	12	1	3	5	7	11	13	13	15	15	15	15	15	Simon Newcombe	(November) Reclaim the night - promotion of issues around safe places and violence against women and girls Workforce Development Felt Trauma - training delivered to 10 staff (TW)
<u>Safeguarding standards for drivers</u>	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	Simon Newcombe	
<u>Mental Health First Aiders</u>	0	5	n/a	n/a	0	n/a	n/a	2	n/a	n/a	15	n/a	n/a	15	Matthew Page	(Quarter 4) 15 were trained in the previous quarter. which has meant the numbers have remained the same which is well above the target of 5 Officers trained each year. (NC)
<u>National and regional promotions</u>	7	9	1	1	1	1	2	3	3	3	4	5	5	6	Simon Newcombe	(January) Big Energy Saving Week (TW)

Aims: Community Involvement

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>% of complaints resolved w/in timescales (10 days - 12 weeks)</u>	90%	90%	100%	99%	97%	97%	96%	95%	95%	93%	93%	93%	93%	91%	Lisa Lewis, Brian Trebilcock	(March) 36 completed at 1st check (RT)
<u>Number of Complaints</u>	273		38	78	116	145	179	214	235	269	292	320	355	404	Lisa Lewis, Brian	

Corporate Plan PI Report Community																
Priorities: Community																
Aims: Community Involvement																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
															Trebilcock	

Aims: Leisure Centres																
Performance Indicators																
Title	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	Corporate Team Manager	Officer Notes
<u>Health Referral Initiative starters</u>	6	15	3	7	17	25	39	48	48	54	56	74	87	102	Corinne Parnall	(March) 15 (K)
<u>Health Referral Initiative completers</u>	0	10	3	3	3	3	3	12	12	19	23	42	53	58	Corinne Parnall	(March) 5 (K)
<u>Health Referral Initiative conversions</u>	0	5	2	2	2	2	2	11	11	16	19	24	31	33	Corinne Parnall	(March) 2 (K)

Corporate Plan PI Report Corporate

Monthly report for 2021-2022

Arranged by Aims

Filtered by Aim: Priorities Delivering a Well-Managed Council

For MDDC - Services

Key to Performance Status:

Performance Indicators: No Data Well below target Below target On target Above target Well above target

* Indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: South West Mutual Bank

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>South West Mutual Bank</u>		No target set for this indicator	n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a		Paul Deal, Andrew Jarrett	(October - March) An update went to Cabinet on 26 October. A further £125,000 investment was secured during the last financial year. The length of time to obtain a Banking Licence means it will be mid-2024 before the first product openings. (NC)

Aims: Commercial Opportunities

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Tiverton Other</u>	8		n/a	n/a	8	n/a	n/a	8	n/a	n/a	8	n/a	n/a	7	Keith Ashton, Andrew Busby	(Quarter 4) x1 void - Shoe Zone Fore Street (AB)

Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Commercial Opportunities

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Industrial Units Cullompton</u>	15		n/a	n/a	14	n/a	n/a	14	n/a	n/a	15	n/a	n/a	14	Keith Ashton, Andrew Busby	(Quarter 4) Unit 4 Kingsmill is vacant (KA)

Aims: Other

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
<u>Sickness absence %</u>	2.10%	2.78%	n/a	n/a	2.08%	n/a	n/a	2.45%	n/a	n/a	2.96%	n/a	n/a	2.73%	Matthew Page	
<u>Appraisals completed</u>	97%	100%	n/a	n/a	n/a	n/a	n/a	94%	n/a	n/a	n/a	n/a	n/a	62%	Matthew Page	(October - March) The deadline for the return of completed appraisals has been extended until 27 May 2022, the figure of completed appraisals was up until 31 March

Page 64

Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Other

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
																2022 (NC)
% total Council tax collected - monthly	96.96%	96.00%	11.02%	19.86%	28.76%	37.56%	46.15%	53.43%	64.54%	72.60%	79.81%	91.20%	96.09%	96.69%	Dean Emery	
% total NDR collected - monthly	96.81%	97.00%	9.29%	15.07%	31.84%	39.83%	45.54%	57.36%	60.58%	69.36%	75.47%	84.72%	95.65%	98.62%	Dean Emery	
New Performance Planning Guarantee determine within 26 weeks	100%	100%	n/a	n/a	100%	n/a	n/a	100%	n/a	n/a	100%	n/a	n/a	100%	Angharad Williams	
Major applications overturned at appeal (over last 2 years)	5%	10.00%	n/a	n/a	7.14%	n/a	n/a	6.30%	n/a	n/a	5.81%	n/a	n/a	5.53%	Angharad Williams	
Major applications overturned at appeal % of appeals	0.05%	10.00%	n/a	n/a	8.33%	n/a	n/a	4.51%	n/a	n/a	3.01%	n/a	n/a	2.26%	Angharad Williams	
Minor applications overturned at appeal (over last 2	2%	10.00%	n/a	n/a	0.43%	n/a	n/a	0.22%	n/a	n/a	0.36%	n/a	n/a	0.43%	Angharad Williams	

Page 65

Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Other

Performance Indicators

Title	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	Corporate Team Manager	Officer Notes
years)																
<u>Minor applications overturned at appeal % of appeals</u>	1.66%	10.00%	n/a	n/a	0.70%	n/a	n/a	0.63%	n/a	n/a	0.71%	n/a	n/a	0.78%	Angharad Williams	
<u>Response to FOI/EIR Requests (within 20 working days)</u>	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	Haidee Fairclough	(March) 1 late out of 53 (HF)
<u>Working Days Lost Due to Sickness Absence</u>	5.80days	7.00days	n/a	n/a	1.35days	n/a	n/a	3.20days	n/a	n/a	5.75days	n/a	n/a	7.80days	Matthew Page	
<u>Staff Turnover</u>	24.5%	15.0%	n/a	n/a	5.8%	n/a	n/a	10.7%	n/a	n/a	15.1%	n/a	n/a	21.3%	Matthew Page	

Page 66

Corporate Risk Management Report - Appendix 6 2021-2022

Report for 2021-2022

Filtered by Prefix: Exclude Risk Prefix: OP, PR, EV

Filtered by Flag: Include: * Corporate Risk Register

For MDDC - Services

Filtered by Performance Status: Exclude Risk Status: Low

Not Including Risk Child Projects records, Including Mitigating Action records

Key to Performance Status:

Mitigating Action:	Milestone Missed	Behind schedule	In progress	Completed and evaluated	No Data available
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Risks: **No Data (0+)** **High (15+)** **Medium (6+)** **Low (1+)**

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Civil Contingencies Act Responsibilities Civil Contingencies Act 2004 set certain responsibilities for category 1 responders to have in place

Service: Public Health

Mitigating Action records

No Mitigating Action records found.

Current Status: Medium (12)

Current Risk Severity: 4 - High

Current Risk Likelihood: 3 - Medium

Service Manager: Simon Newcombe

Review Note: Contingencies and responses have been well tested over the last 18 months as a result of the pandemic. Severity remains high and likelihood increased as a result of the ongoing uncertainties around how the pandemic will impact communities with the easing of restrictions and entering the autumn months.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Climate Change Declaration The implications to the Council's strategic, budget and medium term financial plans are not yet fully explored and understood. This introduces an increased level of uncertainty. Impact of climate change on the financial viability of the Council.

Service: Climate Change

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
Completed and evaluated	Climate Change Strategy and Action Plan	Approved by Cabinet on 1 October 2020. The Climate Action Plan (CAP) was published December 2020. The Climate Strategy and Handbook was published December 2020 (to be updated with a link to the new Sustainable Mid Devon website). The Strategy, the CAP and Carbon Footprint (GHG Accounting Report) will be published and updated on the Sustainable Mid Devon website, on an annual basis.	Nicola Cuskeran	09/12/2020	01/05/2022	Satisfactory (2)
In progress	Consideration by the Environment PDG	This PDG was tasked with considering the Council's own policy response(s) to the Climate Change Declaration made at Full Council on 26 June 2019. Actively engaged in this work supported by the NZAG, the C&S Specialist and the Corporate Manager for Property, Leisure and Climate Change.	Nicola Cuskeran	19/07/2019	01/05/2022	Satisfactory (2)
Completed and evaluated	Devon Climate Emergency – Tactical Group	MDDC are part of the tactical group for the climate emergency that has strategic links to our own plans.	Nicola Cuskeran	18/05/2020	01/05/2022	Fully effective(1)
In progress	Net Zero Advisory Group	Meetings and minutes of these meetings are presented to the Environment PDG	Nicola Cuskeran	18/05/2020	01/05/2022	Satisfactory (2)

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Corporate Risk Management Report - Appendix 6 2021-2022						
Mitigating Action records						
Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
		through out the year. Performance Indicators relating to the Corporate Plan are updated				
Current Status: High (20)		Current Risk Severity: 5 - Very High		Current Risk Likelihood: 4 - High		
Service Manager: Jason Ball						
Review Note: The Climate and Sustainability Specialist is prioritising work streams for future consideration. A report on budget options for climate investment went to Environment PDG on 11 January 2022.						

Risk: Coronavirus Pandemic The risk to MDDC's ability to conduct business as usual						
Service: Governance						
Mitigating Action records						
Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Business Continuity Planning (BCP)	BCPs have been reviewed. Regular updates are being obtained from Public Health England and the Local Resilience Forum. Meetings of managers and Leadership Team via Skype now monthly.	Catherine Yandle	06/03/2020	02/05/2022	Satisfactory (2)
Completed and evaluated	Financial and Economic effects monitoring	To ensure that local authorities including MDDC are reimbursed in full for the Covid 19 response by Central government. Assurance has been received from Internal Audit reviews of our claims.	Catherine Yandle	13/05/2020	02/05/2022	Fully effective (1)
Current Status: High (20)		Current Risk Severity: 5 - Very High		Current Risk Likelihood: 4 - High		
Service Manager: Simon Newcombe						
Review Note: Staff absence rates are at present the highest they have been during the entire pandemic, it is expected that BCPs may need to be invoked over the next few months.						

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Culm Garden Village Possible discontinuance of Government funding support

Service: Planning

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Funding opportunities	Lobby for the creation of further funding opportunities and for further rounds of the garden communities capacity funding	Adrian Welsh	03/02/2021	29/04/2022	Satisfactory (2)
In progress	Further bids for capacity funding	To continue to secure external funding to support the project	Tristan Peat	29/03/2019	29/04/2022	Satisfactory (2)

Current Status: No Data **Current Risk Severity: 4 - High** **Current Risk Likelihood: 3 - Medium**

Service Manager: Tristan Peat, Adrian Welsh

Review Note: Future bid opportunities unknown at this stage and will be announced by Government in due course

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
In progress	Regular user awareness training	Staff and Member updates help to reduce the risk	Lisa Lewis	03/01/2019	28/04/2022	Satisfactory(2)
Completed and evaluated	Technical controls in place	Required to maintain Public Sector Network certification	Lisa Lewis	03/01/2019	28/04/2022	Fully effective (1)

Current Status: No Data **Current Risk Severity: 5 - Very High** **Current Risk Likelihood: 4 - High**

Service Manager: Brian Trebilcock

Review Note: Continued email warnings ongoing. DAP and MHCLG audits completed. Member briefing scheduled 28th Sept 2021 and Desktop exercise for Senior Managers/Members scheduled for 5th October. Cyber risk mitigation plan in place work programme due to be commenced shortly.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Economic Development Service The macro economic position might necessitate a reactive response, impacting on the Council's resourcing and reducing its ability to deploy resources as planned.

Service: Growth, Economy and Development

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Distribution and processing of Gov business support funding.	To assist businesses during the Covid19 pandemic and to help sustain them during this time of national restrictions.	Adrian Welsh	12/05/2020	29/04/2022	No Score(0)
In progress	Hardship funding	To support individuals/households but also crucial for self employed and furloughed staff as a result of the pandemic.	Adrian Welsh	12/05/2020	29/04/2022	No Score(0)
In progress	Recovery plans	Work underway in partnership with other Devon and regional partners to develop economic recovery plans to assist positive outcomes on local economy.	Adrian Welsh	12/05/2020	29/04/2022	No Score(0)

Current Status: High (25)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 5 - Very High

Service Manager: Adrian Welsh

Review Note: The pandemic has had a critical impact on the local, national and global economy. Distribution of grant assistance again being required following the impacts of the Omicron variant. Development of a longer term approach to recovery is currently being considered by the Economy PDG.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Economic Strategy Failure to deliver projects/outcomes in Economic Strategy

Service: Growth, Economy and Development

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Continue to seek out existing and new funding opportunities	To assist in ensuring adequate funding for delivery of COVID19 economic recovery work.	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)
In progress	partnership working	Continue to work closely with delivery partners to gain advance warning of difficulties so as to seek to mitigate and also to develop joint responses to COVID economic recovery	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)
In progress	Project Management	Continue rigorous project management, monitoring and reporting of economic development projects	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)
In progress	Recovery Plans	Recovery Plans will be put in place to aid recovery.	Adrian Welsh	12/05/2020	29/04/2022	Satisfactory (2)
In progress	Review and re-prioritisation	Part of review of projects for Year 2 actions and a review of the likely impacts on the economy of the pandemic. This will consider maximising investment through external funding and prioritising officer time.	Adrian Welsh	31/01/2020	29/04/2022	Satisfactory (2)
Current Status: High (20)		Current Risk Severity: 4 - High		Current Risk Likelihood: 5 - Very High		

Service Manager: Adrian Welsh

Review Note: Work is underway with regard to Economic Strategy actions with a number of projects being progressed; however many other actions will be reviewed as part of the longer term recovery plan work and the need for revised prioritisation.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Funding Insufficient resources (including funding) to deliver growth aspirations of Corporate Plan.

Service: Growth, Economy and Development

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Actively pursue funding opportunities through Levelling Up Agenda/Shared Prosperity Fund	Work currently being undertaken to be in a state of readiness as opportunities become available	Adrian Welsh	03/02/2021	29/04/2022	Satisfactory (2)
In progress	Lobbying	Officers will continue to review funding opportunities and seek opportunities to work closely with local partners and the HotSWLEP to seek additional funding support for key infrastructure.	Adrian Welsh	12/05/2020	29/04/2022	Satisfactory (2)
In progress	Officers have reprioritised work programmes to explore new funding opportunities	End of European funding sources	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)

Current Status: High (16) **Current Risk Severity: 4 - High** **Current Risk Likelihood: 4 - High**

Service Manager: Adrian Welsh

Review Note: Given ongoing constraints on resource and the scale of the challenges to the GED team at this time there has been need to carefully prioritise project delivery. Funding opportunities are actively being pursued.

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: Governance

Mitigating Action records

No Mitigating Action records found.

Current Status: Medium (10) **Current Risk Severity: 5 - Very High** **Current Risk Likelihood: 2 - Low**

Service Manager: Nicola Cuskeran

Review Note: Covid working arrangements unchanged. RAs continue to be kept under review.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Homelessness Insufficient resources to support an increased homeless population could result in failure to meet statutory duty to provide advice and assistance to anyone who is homeless.

Service: Public Health

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Multi-skilled Staff	Due to an increase in homelessness approaches more applicants with complex needs are coming through the system that require far greater staff attention than normal. In order to mitigate this, staff are expanding their training around mental health, drug and alcohol awareness, and safeguarding, in order to create a more multi-skilled and adaptable workforce. This may require a greater allocation of resources as homelessness increases.	Michael Parker	21/12/2020	27/04/2022	Satisfactory (2)
In progress	RSI funding	The number of homeless approaches and the number of rough sleepers in the District are both likely to increase as a result of the economic instability and the current outbreak of Covid19. Our success in obtaining up to £6,400 in RSI funding to deliver services during the cold weather means that we can adapt to this increased caseload and better carry out early intervention	Michael Parker	21/12/2020	27/04/2022	Satisfactory (2)

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Corporate Risk Management Report - Appendix 6 2021-2022						
Mitigating Action records						
Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
		and prevention options to aid rough sleepers and prevent returning to the streets.				
Completed and evaluated	Staff Support	Officers are trained and knowledgeable and the structure of Housing Options team reviewed to build resilience.	Michael Parker	22/06/2017	27/04/2022	Fully effective(1)
In progress	Temporary Accommodation	With the rise in homelessness applicants, the overall cost of homelessness provisions will increase and therefore there is a need to make use of existing stock as temporary accommodation, as opposed to more costly alternatives such as bed and breakfast.	Tanya Wenham	21/12/2020	27/04/2022	Satisfactory (2)
Current Status: High (16)		Current Risk Severity: 4 - High		Current Risk Likelihood: 4 - High		
Service Manager: Tanya Wenham						
Review Note: Position essentially unchanged from previous review. The number of approaches continues to increase. The temporary accommodation and homelessness strategy are being reviewed alongside wider housing policies to take account of the growing need for temporary accommodation of varying types. See also Affordable Housing risk for wider update						

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Information Security Inadequate data protection could lead to breaches of confidential information and ultimately enforcement action by the ICO.

Service: Governance

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Data Protection Officer	Following the departure of the Corporate Lead for Performance, Governance and Data, a new post has been created of Data Protection Officer and is being recruited too.	Lisa Lewis	20/05/2022		No Score (0)
Current Status: Medium (12)		Current Risk Severity: 4 - High		Current Risk Likelihood: 3 - Medium		
Service Manager: None						
Review Note: IS and IS Incident policies were reviewed and approved by Cabinet on 4 January 2022. Policies updated on LMS.						

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Infrastructure delivery Inability to deliver, or delay in delivering, key transport infrastructure to unlock planned growth

Service: Growth, Economy and Development

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Close working with Devon County Council (delivery partner) over the HIF schemes	DCC is the delivery partner for the Council's HIF highway infrastructure project. Close working is taking place in order to ensure risks of project delay or cost escalation are reduced. DCC is undertaking robust project management of the projects. These actions seek to ensure the projects remain on track and any problems are raised at an early stage allowing for corrective action.	Adrian Welsh	13/01/2021	10/03/2022	Satisfactory (2)
In progress	Close working with Homes England over the HIF schemes	Grant fund agreements over the HIF funding to deliver 2 highway infrastructure schemes. These include a range of requirements and project milestones. Close liaison with Homes England is taking place via monthly project update meetings and quarterly monitoring returns. This ensures Homes England is updated on both projects, is aware of issues as they arise and any corrective actions can be taken- for example seeking the revision of project milestones to reflect the latest project programme.	Adrian Welsh	13/01/2021	10/03/2022	Satisfactory (2)
In progress	Partnership working	Close working with delivery partners to	Adrian Welsh	12/05/2020	10/03/2022	Satisfactory (2)

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Corporate Risk Management Report - Appendix 6 2021-2022

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
		attempt to mitigate risks.				
In progress	Partnership working with infrastructure providers and statutory bodies	Reduce risk of delays and communication.	Adrian Welsh	10/06/2019	10/03/2022	Satisfactory (2)
In progress	target funding opportunities	To seek to bring forward delivery	Adrian Welsh	10/06/2019	10/03/2022	Satisfactory (2)

Current Status: High (16) **Current Risk Severity: 4 - High** **Current Risk Likelihood: 4 - High**

Service Manager: Adrian Welsh

Review Note: Officers are working closely with Homes England on both HIF schemes and looking to mitigate project risks as and when they occur. The Cullompton Relief Road has been granted planning permission and the project is progressing. As Levelling Up Funding was not made available to this project in the first round, additional funding opportunities to help deliver the Cullompton Relief Road scheme are being explored.

Work on re-opening Cullompton Railway Station is progressing well, a report went before the Cabinet on 8 March 2022, proposing a transfer of the lead to Network Rail given the intricate level of rail specific knowledge and expertise required to secure timely approvals and decisions in order to meet DfT requirements and key gateways. This change to the project is seen to be a significant mitigation with regard to project risks.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Multi Storey Car Park ASB may result in injury, may also be reputational damage if not seen to be dealing with issues.

Service: Property Services

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Essential Maintenance / Improvement Project is underway	A full review of the MSCP structure and maintenance requirements has been fully assessed and works completed. New upgraded CCTV installed.	Andrew Busby	02/05/2020	09/05/2022	No Score (0)
Completed and evaluated	MSCP Improvement Project	A full review of the MSCP structure and maintenance requirements has been fully assessed and works are completed.	Andrew Busby	23/08/2020	09/05/2022	No Score (0)

Current Status: No Data **Current Risk Severity: 4 - High** **Current Risk Likelihood: 3 - Medium**

Service Manager: Keith Ashton, Jason Ball, Andrew Busby

Review Note: Corporate Risk Assessment in place - completed in conjunction with the Health and Safety Officer. Increased risk following

Risk: Out of Hours ICT Cover Ineffective out of hours ICT cover for services (eg leisure and Pannier Market) runs reputational risk of not having full system functionality

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	Managed links in place and manual contingency plans available	to enable Leisure Centre continue to function outside of office house	Lisa Lewis	22/10/2015	06/09/2021	Fully effective (1)
Completed and evaluated	Managed links, remote access to resolve issues	Support all businesses within MDDC	Lisa Lewis	12/09/2017	06/09/2021	Fully effective (1)

Current Status: Medium (12) **Current Risk Severity: 3 - Medium** **Current Risk Likelihood: 4 - High**

Service Manager: Brian Trebilcock

Review Note: Remote connectivity limits risk/access to staff. Mitigations in place at Leisure Centres, e.g. removing door access requirements and broadband for kit run off separate adsl lines.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Overall Funding Availability Changes to Revenue Support Grant, Business Rates, New Homes Bonus and other funding streams in order to finance ongoing expenditure needs.

Service: Financial Services

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Engaging in commercial activities	To provide additional revenue streams	Paul Deal	28/09/2017	27/04/2022	Satisfactory (2)
In progress	Medium term planning	Work to close is on-going. A range of options are being considered but Covid, business rates and uncertainty over fair funding review make the situation extremely challenging	Paul Deal	28/09/2017	27/04/2022	Satisfactory (2)
In progress	We continue to work with managers to reduce costs and explore new income streams	To close the budget gap and maintain services	Paul Deal	07/02/2019	27/04/2022	Satisfactory (2)
Current Status: High (15)		Current Risk Severity: 5 - Very High		Current Risk Likelihood: 3 - Medium		

Service Manager: Paul Deal

Review Note: The 2022/23 Finance Settlement was better than forecast, but failed to provide any information about the future funding for Local Government. At the time of review, the S151 is confident that we will balance the 2022/23 budget without significant management action required. However, a budget deficit is still forecast in future years than must be addressed. The 2023/24 progress will need to begin promptly and thoroughly review all aspect of the budget. All options identified will be Cabinet and PDG's in the Autumn 2022.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Reduced Funding - Budget Cuts We are subject to continuing budget reductions. If we concentrate on short term cost savings, it may increase long term impact of decisions

Service: Financial Services

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Business Plans	Service Business Plans are reviewed each financial year with suggestions for revised performance targets based on budget to be agreed by Cabinet Member and PDG.	Paul Deal	28/05/2013	27/04/2022	Satisfactory (2)
In progress	Identify Efficiencies	Taking proactive steps to increase income and reduce expenditure through efficiencies, vacancies that arise and delivering services in a different way.	Paul Deal	28/05/2013	27/04/2022	Satisfactory (2)
No Data available	Reserves	Cabinet have taken the decision to recommend a minimum general reserve balance of 25% of Net annual budget.	Paul Deal	28/05/2013	27/04/2022	No Score(0)
Completed and evaluated	Set Budget	Each year as part of the budget setting process, members are consulted via PDGs in time to evaluate savings proposals, ahead of the November draft budget.	Paul Deal	28/05/2013	27/04/2022	Fully effective (1)
Current Status: High (20)		Current Risk Severity: 5 - Very High		Current Risk Likelihood: 4 - High		

Service Manager: Paul Deal

Review Note: At the time of review, the S151 is confident that we will balance the 2022/23 budget without significant management action required. However, a budget deficit is still forecast in future years than must be addressed. The 2023/24 progress will need to begin promptly and thoroughly review all aspect of the budget. All options identified will be Cabinet and PDG's in the Autumn 2022.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Reputational damage - social media impact of reputational damage through social media is a significant risk that warrants inclusion on the Authority's risk register.

Service: Communications

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Monitoring social media	Two members of the communications team monitor the main corporate social media accounts on a rota basis. Alerts are also set up so the team receives notification of comments and can respond as appropriate. This is monitored in office hours only and the team does not provide 24 hour monitoring or a call out function. The Comms Team also works with other local authorities and takes part in social media training with other local authorities as the opportunities arise budgets permitting.	Jane Lewis	05/06/2019	25/04/2022	Satisfactory (2)

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Service Manager: Jane Lewis

Review Note: A new SM governance group has been formed. SM will also be included in LMS and a database of those who access will be kept. IT have been contacted to put SM access on the leavers list too.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Resourcing Risk If the Council fails to recruit and/or retain sufficient, suitable staff it may not be able to maintain essential and/or statutory services.

Service: Human Resources

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Turnover Figure	<p>The actual turnover figure came in as 21.23% which was an increase from 14% in the year 2020/2021. The council is currently able to continue business whilst carrying a number of vacancies.</p> <p>You would expect to have a reasonable turnover during the financial year, it is natural to have a number of leavers and gives opportunities to bring in to the Council different skill set and knowledge</p>	Matthew Page	14/04/2022	14/04/2022	Satisfactory (2)

Current Status: No Data **Current Risk Severity: 4 - High** **Current Risk Likelihood: 3 - Medium**

Service Manager: Matthew Page

Review Note: The vacancy rate for the organisation is around 10% with turnover looking to come in at 18% for the 21/22 financial year. Sickness has been fairly low to date given the rise of the Omicron variant but we expect this to be more challenging in quarter 4.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: SPV - 3 Rivers - Failure of the Company This will depend on Economic factors and the Company's success in the marketplace commercially.

For MDDC the impacts will be:

3 Rivers are unable to service and repay the loan from MDDC

Not receiving the forecast additional income

Not supporting corporate objectives.

Service: Financial Services

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Board report and action plan recommendations	The Board of 3 Rivers deliver a bi-monthly report to the Cabinet which provides progress still ongoing. All 33 governance and finance recommendations from the action plan are completed.	Andrew Jarrett	28/04/2022	28/04/2022	No Score (0)
Completed and evaluated	Cabinet	Regular meetings with Shareholder Representatives and updates to Cabinet on progress with the recommendations action plan and projects.	Andrew Jarrett	09/11/2020	28/04/2022	Satisfactory (2)
Completed and evaluated	Regular monitoring	The Board of 3 Rivers deliver a half yearly report to the Cabinet which provides an update on their delivery against their business plan. We charge interest to them at a commercial rate in order to maintain an "arms-length" relationship and the interest provides some mitigation to the outstanding principal.	Andrew Jarrett	30/05/2019	28/04/2022	Satisfactory (2)

Current Status: High (16) Current Risk Severity: 4 - High Current Risk Likelihood: 4 - High

Service Manager: Paul Deal

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Corporate Risk Management Report - Appendix 6 2021-2022

Review Note: The MDDC accounts (which includes 3R within the Group Accounts) was audited and no issues were identified. The company's latest business plan was recently approved by Cabinet and continues in line with that plan.

Risk: SPV 3 Rivers Reputational Impact That 3 Rivers' reputation is damaged by the actions of the council, threatening the long-term success of the company and potentially threatening the operational activity of the company through increased costs, reduced revenues, staff retention, or future claims against the council.

Service: Governance

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Work with Members	Sustained work with elected members to ensure that the necessary balance is struck between constructive challenge and debate, without bringing the company or its activity into disrepute. Awareness raising relating to the roles of the council's scrutiny committee in assuring governance outcomes, the audit committee providing assurance on risk and mitigation, and the cabinet in its decision-making as shareholder. Use of external advice when necessary to provided added assurance.	Stephen Walford	11/11/2020	28/04/2022	Satisfactory (2)

Current Status: High (15)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 3 - Medium

Service Manager: Stephen Walford

Review Note: With matters of governance now addressed, this risk sits predominantly with the actions of members who must work to balance the need for process checking, challenge and assurance.

With regular updates at Cabinet continuing, alongside auditing, members have structurally embedded a range of mechanisms to give confidence in the governance, oversight and assurance process.

Corporate Risk Management Report - Appendix 6 2021-2022

Risk: Tiverton Pannier Market Failure to maximise the economic potential of Tiverton Pannier Market

Service: Growth, Economy and Development

Mitigating Action records

Mitigation Status	Mitigating Action	Info	Responsible Person	Date Identified	Last Review Date	Current Effectiveness of Actions
In progress	Continue to retain and prioritise market budget	To ensure most efficient use of resources	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)
In progress	continue to work with traders on promotion	To increase footfall.	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)
In progress	Implement and review market strategy	Implementation of strategy will increase market's financial success and help fulfill its function as a key driver for the town.	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)
In progress	Masterplan Implementation	To realise benefits from the Masterplan to increase visibility of market and increase footfall.	Adrian Welsh	10/06/2019	29/04/2022	Satisfactory (2)

Current Status: Medium (12)

Current Risk Severity: 4 - High

Current Risk Likelihood: 3 - Medium

Service Manager: Adrian Welsh

Review Note: Plans to maximise economic potential of the pannier market are being reviewed to reflect the current challenges and future opportunities arising from changing retail habits as a result of the pandemic. The Market Manager is embarking on a number of initiatives to attract more traders and customers to the market.

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ENVIRONMENT PDG 19TH JULY 2022

Environment Enforcement; Review and Way Forwards

Cabinet Member(s): Cllr Colin Slade, Cabinet Member for the Environment and Climate Change

Responsible Officer: Luke Howard, Environment and Enforcement Manager

Reason for Report: This report summarises the quarterly performance statistics in relation to the Environment and Enforcement service. It will also provide vision on service development moving forward.

Recommendation:

No recommendation required. This report is solely for note only.

Financial Implications: There are no financial implications as a direct result of this report.

Budget and Policy Framework: No additional budgetary requirements in relation to this report. All development is costed within the current budgetary allowance for the service

Legal Implications: The Authority has a statutory responsibility to fulfil investigation and enforcement into environmental crimes such as littering, fly tipping and public space protection orders.

Risk Assessment: Risk assessments in relation to the role of district officer in place. No further risk assessment required.

Equality Impact Assessment: There are no equality issues identified in this report.

Relationship to Corporate Plan: The service development is designed to align with the Corporate Plan on reducing environmental crime issues within the District. Service development will focus on exploring new ways of working and ensuring relevant legislation is utilised. There will also be a focus on training, technological advancement and efficiency improvement.

Impact on Climate Change: The report is focussed on advising how the service is actively working to reducing environmental crime. This will have a positive impact on climate and the corporate strategy relating to this.

1.0 Introduction/Background

1.1 Luke Howard, the new Environment and Enforcement Manager, joined Mid Devon District Council in February of this year, moving from the role of Operations Team Manager at Devon County Council. Luke Howard has worked within local government for 11 years, having initially started his local government career with Exeter City Council. Upon arrival as Environment and Enforcement Manager, it was clear that there was scope to make improvements to the service and strengthen its purpose and understanding.

1.2 Priority was given to identifying key areas of improvement with a view of short, medium and long term strategy. It was clear that there was a knowledge shortfall within the team, accompanied by lack of stationary, which included fixed penalty notice booklets, to fulfil statutory duties in relation to environmental crimes. Two new district officers were appointed in March 2022, replacing two officers who left in February and March respectively.

2.0 **Current position**

2.1 The Environment and Enforcement Manager has set about making changes to improve efficiencies within the service, including better allocation of the resources available. Initially starting with the District Officer rota and their distribution within the District. District Officers now work on a timed rota, which allows coverage of the District from 07:30 to 18:30 on the majority of working days. There has also been an introduction of evening patrols of car parks. This provides enforcement patrols of residential permit and pay & display car parks, ensuring coverage at peak times, when most people are arriving home from work, post 18:00hrs. District Officers now have allocated tasks for each given day. Ordinarily, there will be 3 District Officers on duty, allowing for one Officer to be allocated car park patrols, and the remaining two officers having focus on dealing with environmental patrols and investigations. This change has seen a significant rise in our patrol statistics and coverage in all areas of the service.

2.2 The team now have all sufficient stationary required to issue all FPN's (Fixed Penalty Notices) within our remit. There has also been training arranged for the team to undertake a FPN training course provided by Keep Britain Tidy. This course focuses on the legislative knowledge and application of. This course took place on 29th and 30th June 2022.

2.3 The Environment and Enforcement Manager identified a significant backlog in relation to abandoned vehicle reports in April 2022. In total, 49 reports of abandoned vehicles dating back to May 2021 had not been actioned. The team were tasked with working through this backlog during April and May, where they were successful in responding to all 49 reports. An active spreadsheet has been created to record any new reports and actions taken against these issues. Since May 2022, the team have dealt with 74 abandoned vehicle reports. Six of these vehicles were removed and disposed of by vehicle recovery contractors, with the remainder being moved by the registered keeper or subsequently being taxed and classified as road legal. An arrangement has been made for an additional recovery contractor to be utilised where required. This has seen significant savings to the service in relation to costs for recovery of caravans and trailers.

2.4 PSPO patrols are taking place throughout the district with an average of 15 patrols a month being conducted in all communities of Mid Devon. Due to the PSPO being relatively new legislation and there being very limited patrols prior to the arrival of the new Environment and Enforcement manager, an educational approach has been adopted initially. This approach has seen District Officers engage with members of the public, advising on PSPO related issues and breaches. Names and addresses of anyone breaching PSPO

regulations are recorded and input into a spreadsheet. If individuals are subsequently spoken to again, regarding any further PSPO breach, an FPN will be issued.

- 2.5 Littering patrols are being conducted in all of our major communities. There will be a review into MDDC littering policy to determine if it meets the criteria defined by Defra. A further review into the proportionality element of our littering policy will be undertaken, this will ensure it is suitable for the Mid Devon area and its residents.
- 2.6 Significant progress has been made in enabling MDDC to issue penalty notices in relation to littering from vehicles. The team now have access to the Traffic Penalty Tribunal who have agreed to allow MDDC to utilise their online portal for issuance of these penalty notices. This has saved the service £6800, which was the quoted cost of having our handheld software updated to allow issuance via that means.

2.0 **The way forward**

- 2.1 A review of environment and enforcement policies is being undertaken to ensure they are up to date and in line with the wider Corporate Plan for enforcement. The Environment and Enforcement Manager is hoping to conclude this review in Q3 this year, with a view to submission for any changes to Cabinet in Q4.
- 2.2 The service is now in a position to now implement body worn video (BWV) cameras. The Environment and Enforcement Manager was successful in acquiring funding from the Police and Crime Commissioners office for three quarters of the cost in relation to this. Procurement are currently working on securing these devices via ESPO, and a direct award to Reveal Media Ltd in relation to this. The devices will be user operated and therefore, will not be recording unless activated by the user when engaged in a confrontational situation.
- 2.3 These devices are being procured for the team to enable better protection and security from a health and safety perspective. BWV is designed to be worn overtly, with studies finding that devices with front facing screens are the most effective in deterring confrontation and/or aggressive behaviours. The adoption of such technology for the District Officers is a deterrent measure predominantly, with the capability to record incidents, which could be used as evidence, should an assault take place. Due to the evidence gathered by varying organisations such as the NHS and Police forces in England, it will be the intention for Mid Devon District Officers to have front facing BWV as a deterrent purpose. Front facing screen BWV devices will also allow for District Officers and the authority to be as transparent as possible with members of the public in their use.
- 2.4 The potential of rebranding the service through new uniform is currently being investigated. Having costed the requirements, it appears sufficient funding within the current budget structure is available to enable this to happen. This will provide the team with a new uniform set up which will portray a more professional image than our current uniform.

- 2.5 The recent changes to the day to day structure of the team is already beginning to see the successes in terms of efficiency. The aim is to continue with these efficiency changes, ensuring each District Officer carries their own individual workload in relation to the investigation of environmental crime and dangerous dog reports. During the summer months, a desire to increase evening patrols to tackle local resident issues in relation to parking will take place.
- 2.6 Cleansing inspections have commenced. These will grade the standard of our roads and streets in the three major communities, Tiverton, Cullompton and Crediton. These cleansing inspections will tie in with the litter strategy of MDDC, enabling comparison of data in future years.
- 2.7 Since starting the Environment and Enforcement Manager has enabled the team to have a greater knowledge of environmental law, including the application of fixed penalty notices in relation to their role. Carrying this forward will see the service's ability, application and enforcement of littering, PSPO, abandoned vehicles and fly tipping to become more successful and streamlined in its process.
- 2.8 A quarterly report at PDG focused on the service statistics and development is aimed for submission. This will allow for overview and transparency in how the service is performing and identify key successes the service has made.

Contact for more Information:

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Circulation of the Report:

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List of Background Papers:

None

APPENDIX A - ENVIRONMENT PDG WORK PLAN 2022/2023

Agenda Item	Theme	Lead Officer	Comments
Meeting Date: 19th July 2022			
Performance and Risk Outturn Report To consider the Performance and Risk Outturn report which was presented to the Cabinet on 17 th May 2022.	Quarterly review	Matthew Page, Corporate Manager People, Governance and Waste	
Play Area Safety Inspection Policy To receive the 3 yearly review of the Play Area Safety Inspection Policy and if appropriate make recommendations to Cabinet on 9 August 2022	3 year policy review	Andrew Busby, Corporate Manager for Property, Leisure and Climate Change	
Climate Change Action Plan update To receive an update on actions taken for the Climate Change Action Plan	Bi-monthly update on Council Priority	Jason Ball, Climate and Sustainability Specialist	
Meeting Date: 13th September 2022			
Climate Change Action Plan update To receive an update on actions taken for the Climate Change Action Plan	Bi-monthly update on Council Priority	Jason Ball, Climate and Sustainability Specialist	

Agenda Item	Theme	Lead Officer	Comments
Meeting Date: 8th November 2022			
Medium Term Financial Plan - General Fund (GF), Housing Revenue Account (HRA) and Capital Programme To consider the updated Medium Term Financial Plan 2023/2024 to 2027/2028 and options to set a balanced budget	Medium Term budget review	Andrew Jarrett, Deputy Chief Executive and S151 Officer	
Climate Change Action Plan update To receive an update on actions taken for the Climate Change Action Plan	Bi-monthly update on Council Priority	Jason Ball, Climate and Sustainability Specialist	
Meeting date: 10th January 2023			
Budget Update To review the revised draft budget changes identified and discuss further changes required to move towards a balanced budget for 2023/2024	Annual budget proposals 2023/24	Andrew Jarrett, Deputy Chief Executive and S151 Officer	
Meeting date: 14th March 2023			
Environment Educational Enforcement Policy To receive the 3 yearly review of the Environment Educational Enforcement Policy and if appropriate make recommendations to Cabinet on 4 April 2023	3 year policy review	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing	
Climate Change Action Plan update To receive an update on actions taken for the Climate Change Action Plan	Final 2022/23 update on Council Priority	Jason Ball, Climate and Sustainability Specialist	