

# Public Document Pack

Mid Devon District Council

## Environment Policy Development Group

Tuesday, 13 September 2022 at 5.30 pm  
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting  
Tuesday, 8 November 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.

Join Zoom Meeting

<https://us06web.zoom.us/j/86932368747?pwd=UUxYaUYzaINaMkpuWFVQL0RNNDRhZ09>

Meeting ID: 869 3236 8747

Passcode: 979567

One tap mobile

08000315717,,86932368747#,,,,\*979567# United Kingdom Toll-free

08002605801,,86932368747#,,,,\*979567# United Kingdom Toll-free

Dial by your location

0 800 031 5717 United Kingdom Toll-free

0 800 260 5801 United Kingdom Toll-free

0 800 358 2817 United Kingdom Toll-free Meeting ID: 869 3236 8747

Passcode: 979567

## 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 actions taken for the Climate Change Action Plan
- 8     **Environment Enforcement Update Report - Q1** (*Pages 29 - 34*)  
To receive the Environment Enforcement Update Report
- 9     **Work Programme** (*Pages 35 - 38*)  
To receive the current work plan for the Environment PDG.

**Stephen Walford**  
Chief Executive  
Monday, 5 September 2022

### 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](mailto: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.

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

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

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

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

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

Tel: 01884 234209

E-Mail: [coliphant@middevon.gov.uk](mailto:coliphant@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.

This page is intentionally left blank

## MID DEVON DISTRICT COUNCIL

**MINUTES** of a **MEETING** of the **ENVIRONMENT POLICY DEVELOPMENT GROUP**  
held on 19 July 2022 at 5.30 pm

**Present  
Councillors**

E J Berry, W Burke, S J Clist, Miss J Norton,  
R F Radford, R L Stanley and L D Taylor

**Apologies  
Councillor(s)**

J Wright

**Also Present  
Councillor(s)**

D R Coren, B G J Warren, J Buczkowski, Mrs C P Daw,  
R M Deed, Mrs E J Lloyd and C R Slade

**Also Present  
Officer(s):**

Jill May (Director of Business Improvement and Operations), Andrew Busby (Corporate Manager for Property, Leisure and Climate Change), Matthew Page (Corporate Manager for People, Governance and Waste), Jason Ball (Climate and Sustainability Specialist), Darren Beer (Operations Manager for Street Scene), Luke Howard (Environment and Enforcement Manager), Jessica Watts (Member Services Apprentice) and Carole Oliphant (Member Services Officer)

**16 APOLOGIES AND SUBSTITUTE MEMBERS (0.02.41)**

Apologies were received from Cllr J Wright who was substituted by Cllr S J Clist.

Cllr E J Berry chaired the meeting.

Cllrs D R Coren and B G J Warren attended via ZOOM.

**17 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (0.03.03)**

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

**18 PUBLIC QUESTION TIME (0.03.13)**

Laura Conyngham, a local resident, referring to the Climate Change Action Plan update stated:

At your meeting on 24th May, I was on zoom and could not be heard, so my question was spoken for me. This evening I am here in person. I have driven from Crediton in our tatty VW Polo X reg car. When it dies, I will need to be able to use a Co-car.

On 24th May I asked about action being taken to facilitate Co Cars Exeter's ambition to put electric club cars, for hire, on the Market Street and St Saviours Way car parks in Crediton.

From the council's reply that day, two, or possibly three, remote meetings had already taken place with Co-Cars. Another was scheduled for early June. Quotes from other firms, who might possibly be competitive, were being sought and all this would be presented in a further paper to the Environment Policy Development Group in July 2022, (today).

To members of Crediton COP26 Action group, this seems slow progress, while extraordinary temperatures show that the Climate Crisis is here. Co Cars in Crediton has been 'on the table' for some twelve months, and neighbouring authorities - Exeter, Teignbridge and East Devon – are making significant progress.

Please will the council provide an update on actions and progress since your meeting on 24<sup>th</sup> May?

In response the Corporate Manager for Property, Leisure and Climate Change stated that the Government offered funding for electric vehicle charging points and that the Council had secured funding for additional points to be installed in its car parks by the end of 2022.

He confirmed that officers had made contact with Co Cars but that they had yet to provide a detailed business plan. Once a plan had been received it would be used to benchmark car sharing options available and that additional options would be sought from alternative suppliers.

He explained that the offering to car share groups by Co Cars would not be dependent on the use of Council owned car parks and that alternative locations such as on street facilities and car share owners driveways had been used by the company in other locations outside of the district.

#### 19 **MINUTES OF THE PREVIOUS MEETING (0.09.07)**

The minutes of the meeting held on 24<sup>th</sup> May 2022 were agreed as a true record and duly **SIGNED** by the Vice Chairman.

#### 20 **CHAIRMAN'S ANNOUNCEMENTS (0.10.14)**

The Vice Chairman had no announcements to make.

#### 21 **CABINET MEMBER FOR ENVIRONMENT AND CLIMATE CHANGE UPDATE (0.10.19)**

The Cabinet Member for the Environment and Climate Change gave an update on his portfolio and explained that in anticipation of the 3 weekly bin collections the residual waste bins and seagull sacks were being delivered to households. The bins and sacks included leaflets with frequently asked questions which would assist householders with the changes.

He explained that the public could request additional bins and sacks and that the Parish Council's had been advised of the roll out.

He provided detail of increased evening patrols by district officers in the town centres and car parks to tackle litter enforcement and that 48 abandoned cars had been dealt with in the previous 6 months.

Consideration was given to:

- All rounds are currently being reviewed prior to the roll out of three weekly to accommodate the new collections
- Paper copies of the waste and recycling schedules would be made available to all and the Parish Council's had the option to download and print a copy from the Council's website if required
- That people could request an alternative to the waste residual bins, such as seagull sacks, if required and the letters sent to residents would explain the process
- The removal of abandoned cars was cost neutral to the Council and if the registered owner could be traced it would be followed up with a fixed penalty notice

## 22 CLIMATE CHANGE ACTION PLAN UPDATE (0.19.50)

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 officer explained that the decarbonisation of the leisure centres was underway with plans being developed to install ground heat source pumps.

A new art mural had been painted on a wall owned by the Council in the Tiverton Pannier Market. Sustainable Tiverton had worked with artist Kate Crawford and local people to turn a "Net Zero Vision" into a public artwork to inspire community ideas and actions for a low carbon future. It had been funded by a number of external bodies.

He gave an overview of the Council's offering at the upcoming Mid Devon Show and explained that the theme would concentrate on environmental sustainability and officers on site would be accompanied by a range of sustainability specialists.

In response to a question asked about how the Council was doing against its target of Net Zero by 2030 the officer explained that the latest carbon footprint data was being investigated by Exeter University so the 2021-2022 figures was not yet known. He stated that there was more to be done to accelerate the reduction of greenhouse gas emissions, including investment in additional electric vehicle charging points and that the investment to decarbonise the leisure centres would make a big difference to the Councils carbon footprint.

Consideration was given to:

- Members requested that the update reports provided more concise focus on what had actually been achieved rather than restating past achievements

- That engagement with the community was ongoing with contact being made with local sustainability groups to align the Council's communications with what people wanted to see
- Members were invited to the Mid Devon Show stand in order that they could introduce the Climate and Sustainability Specialist to members of the farming community
- There were financial constraints with moving the action plan at a faster pace as there were lots of different organisations bidding for grants from the Government
- The Hydro scheme for the river Exe was moving forward and a report on costs and data would be brought to the project board when completed
- The bid for funding for the decarbonisation of the Councils social housing stock had not been successful but officers would keep applying for funding opportunities
- Members could refer topics about sustainability to the Net Zero Advisory Group for conversation and research

Note: \*Report previously circulated and attached to the minutes

## 23 **PLAY AREA SAFETY INSPECTION POLICY (0.49.20)**

The Group had before it the \*Play Area Risk Assessment and Safety Inspection Review from the Corporate Manager for Property, Leisure and Climate Change.

The officer explained that the review detailed the way in which the Council managed its play area risk assessments and safety inspections.

He explained that the last review had been undertaken in 2019 and that currently the Council had 83 play areas, 17 play areas were leased to Parish Councils and there were 3 closed sites. The Council carried out 2000 inspections a year by qualified Council employees and independent surveys were completed to maintain quality control.

It was therefore **RESOLVED** to recommend to the Cabinet:

- 1) That the current risk assessments and safety inspections were considered adequate to meet the Council's responsibilities and for individual pieces of play equipment to be identified on the risk assessment forms
- 2) That digital transformation of the current inspection method would make the task more efficient and implementation of a process would be expedited

(Proposed by Cllr L D Taylor and seconded by Cllr S J Clist)

**Reason for the decision:** The Council was required to have a maintenance and inspection 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)

Note: \*Assessment and Review previously circulated and attached to the minutes

## 24 **PERFORMANCE AND RISK OUTTURN REPORT (1.02.57)**



The Group had before it, and **NOTED**, the \*Performance and Risk Outturn report for 2021/2022 from the Corporate Manager for People, Governance and Waste.

The Corporate Manager for People, Governance and Waste outlined the contents of the report and explained that it provided Members with an annual review of the Council's performance against the corporate plan, service objectives and targets for 2021/2022.

Consideration was given to:

- Members appreciation of the high rates of collection for Council Tax and Business Rates at 96% and confirmation that a report detailing the reasons for the 4% not collected was due to be presented to the Scrutiny Committee in August
- Members would be provided with additional detail on how complaints were determined to have been closed
- £42m had been issued in business rate grants over the past 2 years
- Members would be provided with additional data on planning appeals granted for non-determination
- Funding had been received from the Governments levelling up fund by the Eden Project to develop plans for junction 27. No Council funds had been used

Note: \*Report previously circulated and attached to the minutes

## 25 **ENVIRONMENT ENFORCEMENT; REVIEW AND WAY FORWARDS (1.22.42)**

The Group had before it, and **NOTED**, a \*report from the Environment and Enforcement Manager on Environment Enforcement, a review and way forwards.

The officer outlined the contents of the report and explained that it provided a summary of the quarterly performance statistics in relation to the Environment and Enforcement service. It also provided a vision on service development moving forward.

Consideration was given to:

- The Council had arranged access to use the Traffic Penalty Tribunal Service in order that fixed penalty notices could be issued for littering from vehicles
- The use of body worn camera's and other forms of CCTV surveillance equipment was being investigated
- Members concerns that anti-social behaviour including fly tipping was not being addressed in rural areas

Note: \*report previously circulated and attached to the minutes.

## 26 **WORK PROGRAMME (1.35.04)**

The Group had before it, and **NOTED**, the \*Environment PDG Work Plan for 2022-2023.

The Group agreed that in regard to electric vehicle car sharing options an update would be brought to the PDG at the September meeting as part of the Climate Change Action Plan update. An options paper would be brought to the PDG in November with recommendations to the Cabinet to progress available solutions.

Note: \*Plan previously circulated and attached to the minutes

(The meeting ended at 7.08 pm)

**CHAIRMAN**

## ENVIRONMENT POLICY DEVELOPMENT GROUP

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

1.1.2. The Climate and Sustainability Specialist (C&S Specialist) leads development of the Council's *Climate and Sustainability Programme*, working inclusively with all colleagues and Councillors, particularly the Corporate Manager Property, Leisure & Climate Change; and the Cabinet Member for Environment and Climate Change.

1.1.3. **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.

1.1.4. With regard to addressing the climate change crisis - 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.

1.1.5. This report emphasises activity and progress **\*updates** for brevity. For background details, please refer to previous reports, all archived online.

## 2.0 Performance

### 2.1. Aims, Priorities and Performance Indicators

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

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

### 2.2. Audit: Climate Change.

2.2.1. Internal Audit for 2022-2023 was carried out July-August (report in draft). The recommendations Action Plan is being developed along the following lines.

2.2.2. Audit recommendation: Introduce a Climate Statement for all Business Cases. Action proposed: Consideration by Environment PDG (autumn 2022);

consultation with by Corporate Management Team (CMT); followed by PDG recommendation to Cabinet. MDDC could consider a broader statement to cover 3 key aspects: scope, measurability, and decision-making.

- Scope. Consider how best to use a “climate and environment statement” on business cases and decision briefing papers to support joined-up thinking on environmental sustainability issues (often interlinked).
- Measurability. Where relevant, the statement would provide estimated climate impacts (aiming to reduce greenhouse gas emissions) in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e); plus a qualifying note for other impacts e.g. “saving \*\*\* litres of water”.
- Decision-making: a brief explanation of whether other options were considered and a comparison of the likely environmental outcomes / climate impacts of the main alternatives.

2.2.3. Audit recommendation: add informal training opportunities. Action proposed: The Training Manager and the Climate and Sustainability Specialist will look into informal methods such as short, online modules.

2.2.4. Audit recommendation: The Climate Action Plan (CAP) could include cost savings. Action proposed: MDDC will consider how best to identify financial / resource savings, in addition to greenhouse emissions saved.

2.2.5. Audit recommendation: stakeholder engagement strategy. Action proposed: The Climate and Sustainability Specialist will consult with colleagues on the communications and stakeholder engagement strategy (and plan) for the Climate and Sustainability Programme. (Particularly the Communications Team and the Corporate Manager for Corporate Manager for Digital Transformation & Customer Engagement.)

2.2.6. Audit recommendation: update the MDDC website details and improve linkage between the MDDC website and the climate and sustainability website. Action proposed: As above – this action is linked to the communications and stakeholder engagement strategy (and plan).

2.2.7. Audit recommendation: a broader approach to officer involvement. Action proposed: The Corporate Manager Property, Leisure and Climate Change - and the Climate and Sustainability Specialist will consult with colleagues on internal stakeholder engagement including the Energy Champions campaign.

2.2.8. Audit recommendation: Risk and Opportunities Register. Action proposed: The Climate and Sustainability Specialist will consult with colleagues on the risks and opportunities strategy for the Climate and Sustainability Programme.

2.2.9. Audit recommendation: Climate Adaptation could be more prominent in the CAP. Action proposed: The Climate and Sustainability Specialist will:

- Emphasise and enable clear identification of the “Adaptation” category or activities in the Climate Action Plan.
- Consult with colleagues on adaptation opportunities for the Climate and Sustainability Programme.

2.2.10. Audit recommendation: Consider a wider measure of performance indicators. Action proposed: The Climate and Sustainability Specialist will:

- Work with the Corporate Manager for Finance and Procurement on the best ways to collate and communicate climate-related expenditure and fundraising / income.
- Work with the Corporate Manager for Finance and Procurement to complete the Sustainable Procurement Review, implement actions and devise meaningful monitoring / quality management cycles.
- Work with the Corporate Manager for Finance and Procurement to support Environment PDG influence and understanding of the budget management process.
- Consult with colleagues on target setting and monitoring opportunities for the Climate and Sustainability Programme – linked to the activities of Business Change Managers.

## 2.3. Climate Action Plan (CAP).

2.3.1. **\*Updates.** Audit opinion very positive. The C&S Specialist offers a monthly Q&A support call for all Operations Managers and Corporate Managers (since June 2022). CAP updates requested from all. Totals updated below.

2.3.2. The CAP comprises both **Corporate** and **Community** work streams.

2.3.3. **\*Updates.** Estimated costs thus far total £146,027,543, split as follows:

- For the Internal Structures and Processes strand, £532,638.
- For the *Housing Energy and Assets* strand, £138,520,450. (This includes HRA planned works and estimates for retrofitting and decarbonising the Council's facility buildings.)
- For the *Transport and Vehicles* strand, £6,342,455.
- For the *Community and Wider Context* strand, £542,000.

2.3.4. 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.

2.3.5. The “estimated total tCO<sub>2</sub>e saved 2020-2030” indicates that proposals could save 19,277 tCO<sub>2</sub>e in the **Corporate** work stream and 66,438 tCO<sub>2</sub>e in the **Community** work stream.

2.3.6. **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).

### **3.0 Community and partnership activities**

#### **3.1. Devon Climate Emergency Response Group**

3.1.1. **\*Updates.** The final version of the Devon Carbon Plan has been produced (publication due August 2022). On the climate adaptation front, the Climate Impacts Group continues to work on the Climate Adaptation Plans for Devon, Cornwall and the Isles of Scilly (Scilly section completed).

#### **3.2. Engagement: groups and partnerships. (Corporate Plan aim, env 10.)**

3.2.1. **\*Updates.** Sustainable Tiverton kindly involved the C&S Specialist in their “Net Zero Visions” project - a creative collaboration of community members, experts and artists devised a public artwork to inspire action for a net zero carbon future. [The completed mural](#) by Dr Kate Crawford and her assistants is hosted on a Council-owned wall at Tiverton Pannier Market. Property Services supported the works significantly. Part of a Devon-wide [project](#).

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

3.3.1. Our website [www.SustainableMidDevon.org.uk](http://www.SustainableMidDevon.org.uk) is a community resource.  
**\*Update.** An enhanced [map](#) of sustainability resources e.g. food and farming.

#### **3.4. Engagement: outreach. (Corporate Plan aim: env 10.)**

3.4.1. **\*Update.** The sustainable community theme at Mid Devon Show went well, with excellent teamwork - featuring the recycling team and truck (Bin It 1-2-3 promotion / education), Carbon Ambassadors engaging people on carbon footprints, a cycling rehabilitation / active lifestyles exhibit, Farming Advisers talking about nature-based solutions to climate adaptation (Connecting the Culm project, display boards on the Council’s [Passivhaus affordable housing and social housing development](#) proposals, a Visit Mid Devon food promotion, and Councillors joining the officer team.

3.4.2. **\*Update.** An energy-saving campaign is planned with Exeter Community Energy, as a continuation of our work with them to support communities.

#### **3.5. Strategic Project. Non-Statutory Interim Planning Policy Statement: Climate Emergency (CS priority: none. CP aims: h01, h03, co1, c04, env01, env02, env03, env05.)**

3.5.1. **\*Update.** The Planning Policy Advisory Group has been briefed on the draft Non-Statutory Interim Planning Policy Statement: Climate Emergency. Programmed for Cabinet agenda. Teamwork led by Forward Planning,

Development Management and the C&S Specialist. Policy context and local consultation indicates a compelling case for action to address the climate emergency at a faster pace. The statement will emphasise that the climate change emergency is a material consideration to the planning process, to which significant weight should be attached.

3.5.2. Guidance and resources include 3 key elements:

- Guidance on the Validation Checklist for all development proposals;
- Guidance in the form of a Net Zero Carbon Toolkit;
- The MDDC Net Zero Housing Assessment Tool, to compare the costs and benefits of 'low carbon' standards for new residential development.

3.5.3. Opportunities

- Allows the Council to set out expectations to applicants
- Supplements adopted Local Plan policies
- Will inform new policies for Plan Mid Devon

3.5.4. Constraints

- Guidance only, not statutory requirements
- Cannot introduce new policy until Plan Mid Devon is adopted (2025).

3.5.5. This interim statement highlights the most relevant current legislation and standards and explains how these relate to Council policies.

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

3.6.1. **\*Update.** The Net Zero Housing Assessment Tool has been improved by Arron Beecham - Principal Housing Enabling & Forward Planning Officer - and the C&S Specialist and University of Exeter Consulting. An updated training workshop will be held for the planning team.

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

3.7.1. **\*Update.** Zed Pods. The delivery programme at St Andrews Estate (Cullompton) and Shapland Place (Tiverton) is on target with no aspects outstanding. The former approximately 3 weeks ahead of the latter. Module manufacture and site works activity September - December.

3.7.2. **\*Update.** The Council has put forward its Post Hill proposals for a [Passivhaus affordable housing and social housing development](#).

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

3.8.1. **\*Update.** Procurement by the Lead Partner Devon County Council completed (supported by the C&S Specialist). OZEV funding was not required for the winning contractor bid by Gamma Energy (supplier/operator) so will not be drawn down. Rapid 50kW chargers agreed as a cost-free upgrade. The Mid



Devon project team considered the best potential for additional capacity (more chargers) and potential additional sites with a view to gaining the best possible benefits from the Deletti partnership Phase Two project. Regular partnership meetings restarted after a pause May-August. MDDC officers have initiated work direct with Gamma Energy to plan and manage delivery. Site assessments and agreements imminent.

### **3.9. Options for green travel hire schemes. (CS priority: 3. CP aim: env 02.)**

3.9.1. \***Update**. Environment PDG requested an outline of options for a green travel share/hire scheme e.g. Electric Vehicles and e-bikes. A few options are set out below, with a view to more detailed proposals being brought to committee at a later date.

3.9.2. Potential **phases** could include:

- Research phase to evaluate demand, external funding, capital investment required, business case, operating model, consultation etc.;
- Procurement to attract proposals from specialists and/or operators;
- Fundraising and resourcing e.g. for a research or trial phase;
- Trial project and practical evaluation;
- Partnership work, skills and infrastructure capacity building.

3.9.3. Potential **benefits** could include:

- Community access to hire vehicles with zero tailpipe emissions;
- Council access to hire vehicles with zero tailpipe emissions;
- Discounted hire rates to enable the Council to encourage a shift to ebikes or other vehicles with zero tailpipe emissions - in order to decarbonise business travel (Scope 1 on our corporate carbon footprint);
- Discounted hire rates to enable the Council to encourage a shift to public transport and green travel options - in order to decarbonise commuter travel (Scope 3 on our corporate carbon footprint);
- Special incentives for personal membership made available to staff to support a broader uptake of greener travel choices;
- Lever investment in green travel / mobility hubs at strategic locations.

3.9.4. Option **A**: A partnership approach with other Mid Devon employers (private or public sector) to procure a suitable hire arrangement with a supplier-operator. Seek opportunities for sound capital investment such as EV charging infrastructure to support strategic aims and overall viability (e.g. rural sites or air quality priorities) - shared ambitions, shared investments.

3.9.5. Option **B**: A focus on Community needs e.g. green travel hubs. Unilateral or public sector partnership approach e.g. Deletti / Devon county council / inter-county to procure from supplier-operator with the most advantageous tender.

3.9.6. Option **C**: A focus on Corporate needs e.g. ad-hoc business travel. Unilateral procurement from supplier / operator of the most advantageous tender.

## **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. **\*Updates.** Discussion at the most recent meeting 09 August 2022 included:

- A Carbon Challenge for all Policy Development Groups.
- How to promote and celebrate sustainable farming and food.
- The need to prioritise ways to invest budget in addressing climate change.
- The interim planning policy statement: Climate Emergency.
- The Net Zero Housing Assessment Tool.
- A dual question had been posed on our Carbon Footprint report and about forecasting progress towards Net Zero. All data is with Exeter University and we await the 2021-2022 Carbon Footprint report. The C&S Specialist has shared notes with Cllr C Slade, to outline potential ways to plan progress and forecast progression.

### **4.2. Climate knowledge, literacy and capacity. (CS priority: 1.)**

4.2.1. **\*Update.** The C&S Specialist and the Training Manager completed their Carbon Literacy Trainer course. Aiming for MDDC materials to be ready for first workshops in early autumn for Members and officers.

4.2.2. Details of other climate and sustainability learning have been circulated to Council members and officers, opportunities e.g. by Carbon Savvy, LGiU and the free LGA Carbon Literacy courses for managerial staff.

### **4.3. Greener Procurement: Electricity. (CS priority: 2. CP aim: env02.)**

4.3.1. **\*Update.** The Corporate Manager Property, Leisure and Climate Change awaits LASER framework projected costs for the 'Green Basket' after October 2022. Our aim was to secure 100% renewable electricity. We have requested details on the likelihood and timing of a viable option, but market volatility threatens viability. Meanwhile LASER seek to add REGO certification to 50% of our consumption, in order to maintain progress to date.

### **4.4. Energy efficiency at Council facilities. (CS priority 2+3. CP aims env01, h01, h03.)**

4.4.1. **\*Updates.** A new LASER energy data analysis service has begun for 6 key automated meters, to help indicate consumption issues / faults and identify opportunities for savings. Phoenix House continues with the fitting of new

occupancy-responsive light units, and its Building Management System will become remotely controllable.

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

4.5.1. \*Update. The £2.8m Phase 3 [project](#) has started.

**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](mailto:ABusby@MidDevon.gov.uk) Tel: 01884 255255. Jason Ball - Climate and Sustainability Specialist: Email: [JBall@MidDevon.gov.uk](mailto: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 was provided to the [Environment Policy Development Group](#) on [19 July 2022](#). Link to [Report](#). Link to [Appendix A](#).

This page is intentionally left blank

## ENVIRONMENT POLICY DEVELOPMENT GROUP

13 SEPTEMBER 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 Council's 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*.

ref	Relevant aims in the Corporate Plan (CP)	Notes on actions taken
	<b>Environment</b>	
<b>env 01</b>	Encourage retro-fitting of measures to reduce energy usage in buildings.	<p>The Climate &amp; Sustainability Specialist (C&amp;S Specialist) continues to support teams.</p> <p><b>Property.</b> New £2.8m decarbonisation project in preparation for delivery at 2 leisure centres, funded by Public Sector Decarbonisation Scheme (PSDS). Previous £300k PSDS project complete. PSDS Heat Decarbonisation Plan 2021 completed for Phoenix House and leisure centres. Solar PV generation on Council facilities.</p> <p><b>Housing.</b> Ongoing operational maintenance and improvement cycles.</p> <p><b>Revenues and Benefits.</b> Teams will administer green rebates available for carbon / energy reduction retrofit measures.</p>

<p><b>env 02</b></p>	<p>Encourage “green” sources of energy, supply new policies and develop plans to decarbonise energy consumption in Mid Devon.</p>	<p><b>Property.</b> Corporate Manager for Property Leisure and Climate Change has secured greener electricity supply to Council premises. All power due to be 100% renewable by October 2022; unfortunately delayed - energy market volatility is an issue.</p> <p>The C&amp;S Specialist has encouraged the Council to consider corporate investments in local renewable energy; also to support community renewable energy schemes.</p> <p><b>Housing.</b> The Council has leased roof space on social housing to host Solar PV panels – these generate renewable power for tenants with substantial cost savings, which also reduces demand on the local network. Exported surplus power adds to local network flexibility.</p> <p><b>Community.</b> Solar PV for Mid Devon 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. energy saving advice and funding via Exeter Community Energy.</p> <p>Electric Vehicle chargepoints at Council sites use renewable energy to cut systemic emissions as well as tailpipe emissions; Council leisure centres each host a pair of chargepoints. New installation works begin at 5 new Council car parks in 2022.</p> <p>Liaison with Western Power to promote development of the local power infrastructure.</p>
<p><b>env 03</b></p>	<p>Identify opportunities to work with landowners to secure additional hedgerow planting, biodiversity and reforestation.</p>	<p>Outreach with stakeholders e.g. parishes and landowners to identify opportunities.</p> <p>The C&amp;S Specialist worked to position the Council as strategic partners to deliver tree planting via the Devon County Council’s Emergency Tree Fund, a grant provided by The Woodland Trust.</p> <p>One of the options for investment passed from Environment PDG to Cabinet.</p>
<p><b>env 04</b></p>	<p>Consider promoting the designation of the Exe Valley as an Area of Outstanding Natural Beauty (AONB).</p>	<p>Please refer to the Corporate Plan mid-term review.</p>

<b>env 05</b>	Encourage new housing and commercial developments to be “exemplars” in terms of increasing biodiversity and reducing carbon use.	<p>The C&amp;S Specialist works with colleagues to promote the importance and benefits of Net Zero performance buildings, sustainable materials, biodiversity net gain, Natural Capital conservation, climate adaptation etc. Advising and supporting major infrastructure and development programmes e.g. HAZ, CGV, M5 J27, EUE e.g. input to Neighbourhood Plans and Master Plans).</p> <p>Growth and Economic Development. Teamwork to review Plans and Strategies. Promoting teamwork on rural business, local procurement etc.</p> <p>Planning. Drafted the Non-Statutory Interim Policy Statement: Climate Emergency. Soon to launch the Council’s Net Zero Housing Assessment Tool.</p>
<b>env 06</b>	Increase recycling rates and reduce the amounts of residual waste generated.	<p>Systemic change to cut emissions associated with recycling and waste disposal e.g. <i>Bin It 1, 2, 3</i>. Teamwork to promote the <i>reduce-reuse-recycle</i> message e.g. Mid Devon Show.</p>
<b>env 07</b>	Explore large-scale tree-planting projects and re-wilding to enhance biodiversity and address carbon pressures.	<p>The C&amp;S Specialist worked to position the Council as strategic partners to deliver tree planting via 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&amp;S Specialist proactively asked members, staff and parishes for planting proposals (ongoing).</p> <p>The C&amp;S Specialist will work with others to seek external funding and partnership work to support nature recovery and habitat enhancements.</p> <p>One of the options for investment passed from Environment PDG to Cabinet.</p>
<b>env 08</b>	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.	<p>Sustainable Farming report provided to Environment PDG. Farming discussed at State of the District Debate. The C&amp;S Specialist has engaged with farmers and others about the Mid Devon situation and will support partnership work with land managers, and resource signposting.</p>
<b>env 09</b>	Work with parish and town councils to promote the development and retention of parks and play areas across the district.	<p>Outside the C&amp;S Specialist role, but relevant to e.g. healthy lifestyles, green infrastructure, nature recovery, climate adaptation.</p>
<b>env 10</b>	Support community activities that improve the environment	<p>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. A community fund was one of the options for investment passed from Environment PDG to Cabinet.</p>
<b>Homes</b>		

<b>h 01</b>	Introduce <b>zero carbon</b> 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.  Drafting the Non-Statutory Interim Policy Statement: Climate Emergency. Net Zero policies yet to be established, but we have identified that the climate change emergency is a material consideration in the planning process.
<b>h 02</b>	Encourage the piloting of Modern Methods of Construction (MMC) and self-build opportunities.	Zed Pod modular housing with renewable energy installed to achieve Net Zero emissions; delivery going well.  The Council is a supporter of the National Custom and Self Build Association and continues to invite proposals for custom and self-build projects.
<b>h 03</b>	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; Neighbourhood Plans.
<b>Economy</b>		
<b>ec 01</b>	Promote zero carbon exemplar sites within commercial settings.	The C&S Specialist will support others in the Property team and colleagues in Planning and Regeneration to realise this.
<b>ec 02</b>	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.
<b>ec 03</b>	Promote the development of the farming economy and local food production.	Local sourcing and networks. (as above)
<b>ec 04</b>	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.
<b>Community</b>		
<b>c 01</b>	Work with developers and DCC to deliver strategic cycle routes between settlements and key destinations.	Discussed at Net Zero Advisory Group (NZAG). The C&S Specialist will work with others e.g. Planning and Regeneration to realise this.
<b>c 02</b>	Secure decent digital connectivity for all of Mid Devon.	The C&S Specialist will work with others e.g. Planning and Regeneration to realise this.
<b>c 03</b>	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 work with others e.g. Planning and Regeneration to realise this.
<b>c 04</b>	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 work with others e.g. Planning and Regeneration to realise this.

<b>Climate Strategy (CS) 2020-24 Key Priorities</b>	<b>Notes on actions taken</b>
---	-------------------------------



1	<p><b>Increase climate knowledge, literacy and capacity at Mid Devon District Council.</b></p> <p>Climate literacy training will be created and rolled out to staff and Councillors. This will take the form of:</p> <ul style="list-style-type: none"> <li>• Basic online modules for everyone.</li> <li>• More in-depth training of key staff who can act as internal experts on particular activities.</li> <li>• In-person thematic briefings to relevant officers and Councillors.</li> </ul> <p>Extra staff time will be brought in to drive and coordinate our climate work.</p>	<p>Net Zero Advisory Group (NZAG) active. C&amp;S Specialist in post.</p> <p>C&amp;S Specialist and learning manager are now trained as Carbon Literacy trainers. External training resources promoted via web and newsletters to Members and staff. Seeking online module resources.</p> <p>Thematic briefings to relevant Members have included: The need for urgent focus on the Net Zero by 2030 ambition; emissions targets; the Climate and Sustainability Programme; Sustainable Development and climate considerations; Plan Mid Devon – setting Climate as an overarching priority for the Local Plan; Sustainable Farming; the local electricity supply network.</p>
2	<p><b>Identify schemes that will put us on track for net zero carbon by 2030.</b></p> <p>Working with partners and residents, we will identify new initiatives and ways of working that will develop and progress our plan. This includes working with the Devon Carbon Plan, as it emerges.</p>	<p>Ongoing work to facilitate and manage the Council's Climate Action Plan (CAP). Costed items on the CAP considered by Corporate Management Team with regard to Medium term Financial Plan (MTFP), etc.</p>
3	<p><b>Enable and encourage the use of renewable energy locally.</b></p> <p>Including getting the hydroelectric scheme in Tiverton running to provide renewable energy to the Council offices.</p> <p>Roll out Electric Vehicle charging points - residential and commercial.</p> <p>Partner with Solar Together to support residential solar panel uptake.</p>	<p>Hydroelectric scheme Planning Application submitted; MTFP budget updated; need to address the key issues behind objections.</p> <p>Council hosting EV chargers.</p> <p>Solar Together project delivery almost completed (solar PV and battery installations).</p> <p>Regular liaison with Western Power for local infrastructure needs.</p>
4	<p><b>Create a 'Community Climate &amp; Biodiversity Support Fund'.</b></p> <p>There are many local residents and community-led organisations that, with a bit of financial support, will work to reduce carbon emissions and increase local biodiversity. We see this as part of our partnership approach.</p>	<p>One of the options for investment passed from Environment PDG to Cabinet.</p>

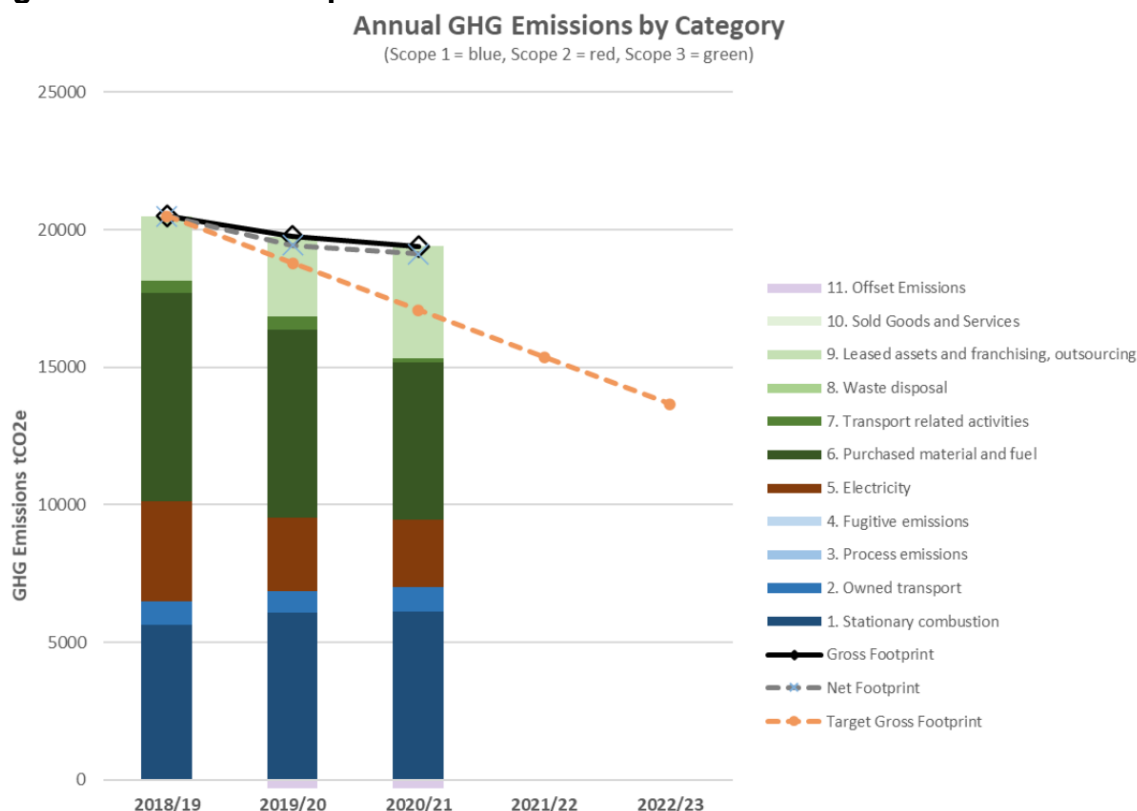
5	<p><b>Identify cycling and walking priorities and opportunities.</b></p> <p>The Covid19 lockdown in the UK saw increased demand for cycling and walking infrastructure, and the Government committed funding for Active Travel schemes.</p> <p>Though Devon County Council is responsible for transport infrastructure, MDDC nonetheless wants to create partnerships and opportunities to improve active and public transport in Mid Devon.</p> <p>Transport is one of the biggest contributors to CO<sub>2</sub> in Devon.</p>	<p>The C&amp;S Specialist will work with colleagues to seek funding and partnership opportunities. Must link into Devon level plans.</p>
6	<p><b>Review and update MDDC Procurement strategies.</b></p> <p>MDDC's supply chains are a significant contributor to emissions. There are various tools and frameworks that can improve the social and environmental value achievable through procurement.</p>	<p>The C&amp;S Specialist initiated a review, ongoing.</p>

## 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 (tCO<sub>2</sub>e). The tCO<sub>2</sub>e is based on the Global Warming Potential (GWP) of different greenhouse gases over a 100-year period in comparison to carbon dioxide (CO<sub>2</sub>).
- 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 tCO<sub>2</sub>e. This was the ‘baseline’ year. Results for this and subsequent years are shown in Table 3 below. Exeter University has the 2021-2022 data and is producing the latest Carbon Footprint report.
- 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. renewable energy generation. Net emissions will be estimated in retrospect to ensure all financial years are covered.

Mid Devon District Council - Carbon Footprint		
Year	Gross (tCO <sub>2</sub> e)	Net (tCO <sub>2</sub> 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](mailto:ABusby@MidDevon.gov.uk) Tel: 01884 255255. Jason Ball - Climate and Sustainability Specialist: Email: [JBall@MidDevon.gov.uk](mailto: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 [19 July 2022](#). Link to [Report](#). Link to [Appendix A](#).

## ENVIRONMENT PDG 13 SEPTEMBER 2022

### Environment Enforcement; Quarterly performance update

**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 provides update on the quarter one performance in relation to Environment and Enforcement service.

#### **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.

**Legal Implications:** The Authority has a statutory responsibility to fulfil investigation and enforcement into environmental crimes such as abandoned vehicles, 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 corporate plan on reducing environmental crime issues within the district.

**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 The service has listened and responded to different concerns raised regarding environment enforcement activity including; previously reported levels of littering, unresolved abandoned vehicle cases, fly tipping concerns and level of enforcement. One of the objectives for the Environment and Enforcement service now is to educate the public and ensure a balanced and proportionate approach to enforcement activity. This will enable the service to build public confidence in our enforcement practice and provide transparency in our approach.

1.2 The service is committed to developing our portfolio to accommodate the current evening patrols of the three key largest communities within the district. These patrols will predominantly focus on town centre streets and MDDC car

parks which, together with Street Cleansing inspections, will support the forthcoming implementation of three weekly bin collections.

1.3 District Officers will soon be wearing a new uniform and will be wearing body cameras to support their own personal health and safety. These devices will not be used to capture evidence in relation to environmental crimes or general surveillance, their use is solely as a support for health and safety.

## 2.0 **Quarter One Performance 22/23**

2.1 The statistics for quarter one are reflective of how the Environment and Enforcement service is developing its approach to managing car parking and environmental issues. The service is evolving to performing well and is showing continual improvement in the handling, investigation and outcomes achieved in different areas.

2.2 Improved enforcement approaches and application of legislation available to the authority has seen a greater presence from our District Officers. With more efficiency in our investigatory process, the service is steadily becoming better in terms of application in all areas of enforcement activity.

2.3 The service has experienced significant change during quarter one (Q1), which has seen elements of training, staff turnover and Covid affecting planned service delivery. Despite these setbacks, a package of strong overall performance is being developed.

## 3 **Car Parking**

3.1 Car parking is a large part of the services day to day activities. The patrols conducted by District Officers ensure a level of income protection and turnover of spaces for customers. The aim of the service is to be consistent, transparent and open in the approach to parking related enforcement. There is a wealth of experience within the team and this has enabled us to better manage Penalty Charge Notices and the appeals process. Accredited training for a level 3 award in notice processing has been undertaken by the back office team. This has provided a better understanding and interpretation of all processing related matters.

3.2 Revenue from pay and display machines is consistently around the £50k region for each month in Q1, this includes; cash, card and Ringo payments. This has generated an income via pay and display of £151,604.86 for the quarter. This consistent revenue stream can be directly correlated to the increased presence and visibility of the District Officers, which in turn has meant drivers are less likely to risk not purchasing a pay and display ticket. The service has also significantly improved our approach with regard to machine maintenance. The service aim is to repair all first line machine faults within 24hrs of the fault occurring or referral to an engineer for resolution within 48hrs. During Q1 there were 14 machine faults which saw the respective machines out of order, 13 of these faults were rectified on the same day or within 24hrs of the fault occurring. The other fault was rectified within 48 hours due to it requiring engineer attendance.

- 3.3 Issuance of PCNs has increased significantly in comparison to previous years, however, this can be attributed to a better approach in relation to the patrol procedures and quantity of these patrols. Q1 statistics in relation to PCN's issued total 477 for the quarter 1<sup>st</sup> April-30<sup>th</sup> June, with steady increases month on month.
- 3.4 Recovery of amounts owed is showing a promising return for the quarter at 69.18% with 330 of 477 PCN's issued having received payment.

#### **4 Abandoned Vehicles**

- 4.1 Abandoned vehicle investigation and enforcement process has seen significant improvement since April 2022. The new process and procedure has seen the service successfully investigate, remove or have the registered keeper remove 98 vehicles considered abandoned in the district during Q1. The majority of these vehicles have been moved by the registered keeper after receiving removal notices in the post or having been seen by the Registered Keeper on the vehicle.
- 4.2 Two Fixed Penalty Notices have been issued in Q1 in relation to abandonment of vehicles.
- 4.3 One vehicle was removed and placed into storage due its value. The owner of this vehicle recovered it the following day after settling all removal costs incurred. A burnt out van was removed from a lay-by on the A396 after liaison with local neighbourhood officers at Devon and Cornwall Police.
- 4.4 It should be noted that the recovery of vehicles has no cost to the authority as all costs associated with the removal and destruction are negated by the scrap value. Where costs are incurred via removal and storage, the keeper of the vehicle will settle any outstanding amounts with the recovery company prior to the vehicle being released.

#### **5 Littering and PSPO**

- 5.1 The District Officer team received training in June 2022 in relation to the law and application of Fixed Penalty Notices, littering and PSPO legislation. This training was provided via a Keep Britain Tidy solicitor who specialises in environmental law. The training was really useful for the team, and all have provided positive feedback in relation to their own understanding and confidence on the subject.
- 5.2 During Q1 there have been 38 patrols directly related to littering and PSPO, in addition to multiple patrols for cleansing inspections within the three major communities of Mid Devon. The District Officers have provided words of advice to several members of the public regarding littering offences, all of whom were offered the opportunity to pick up their litter and dispose of it in the correct manner. All litter picked was removed and so no further enforcement action was taken.

#### **6 Fly tipping**

- 6.1 There have been multiple investigations into fly tipping conducted by the district officer team. This has included an individual being invited to interview under caution to explain why they were linked to a fly tipping incident. There are currently three ongoing investigations, which are likely to result in the individuals receiving fixed penalty notices, unless evidence can be provided which discharges their liability to the offence.
- 6.2 It is becoming prevalent that the more focus and activity the service operates in relation to fly tipping, the smarter fly tippers become. We are seeing a rise in the amount of fly tips we investigate that have evidence removed linking anyone to the fly tip. The service is exploring all avenues that may assist us with tackling these issues, it's is hoped that we will be able to utilise a multi tactical approach to investigate fly tipping in the future.

## **7. Staffing Resource**

- 7.1 There have been periods during quarter one which has seen the service understaffed. This can be attributed to sickness, Covid and staff retiring/seeking other employment in the main. The service has performed well despite these pressures, and I am confident this standard will continue as we move forward.
- 7.2 The service will be back to full staffing levels from mid August. This will provide an opportunity to expand new ways of working. The recruitment of 3 new District Officers since March 2022 has been excellent, with the successful candidates learning the role, acquiring new skill sets and developing knowledge well. As we move forward, District Officers will begin to carry a caseload. This caseload will be varied and comprise of multiple investigations in all areas of environment and enforcement. There will be regular monthly reviews into the progression of these caseloads to provide assistance and support where required. This will help develop a 'lessons learned' mentality so the District can lead on continuous improvement and demonstrate industry standard best practice.

## **8. Street Cleansing**

- 8.1. During May 2022 an application for funding relating to the removal of Gum residue was applied for. The service was successful in obtaining £15k in funding, this funding will procure industry specific machinery to remove gum residue from hot spots within the three major towns of Mid Devon. A campaign will run during September and October, encouraging disposal of gum into waste bins and removal of gum residue from footpaths and hotspot areas.
- 8.2. The service has completed a full cleansing inspection (this assesses the cleanliness of our roads and streets) in Tiverton and will shortly complete Crediton. This assessment leads to a grading between A and D (A no litter or refuse present, D heavy littering present with significant culmination). In Tiverton most of the gradings were A and B with Crediton seeing the majority of assessments also of A and B standard.



The service aims to complete the cleansing inspections of all three towns (including Cullompton) by the end of September 22 with a view to recommencing further inspections in quarter 3 to be completed by the end of quarter 4. This will allow the two sets of results to be compared and improvements or areas of deterioration identified. This will also allow the service to proactively evaluate the impact of the introduction of 3 weekly bin collections on the 10 October 2022 in the District.

**Contact for more Information:**

Luke Howard- Environment and Enforcement Manager

[lhoward@middevon.gov.uk](mailto:lhoward@middevon.gov.uk)

**Circulation of the Report:**

Cllr Colin Slade, Darren Beer, Operations Manager for Street Scene, Matthew Page, Corporate Manager for People, Governance and Waste, Leadership Team

**List of Background Papers:**

None

This page is intentionally left blank

## ENVIRONMENT PDG WORK PLAN 2022-2023 - 2022 TO 2022

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
<b>13th September 2022</b>				
13.09.22	<b>Climate Change Action Plan update</b> To receive an update on actions taken for the Climate Change Action Plan		Climate and Sustainability Specialist	
13.09.22	<b>Environment Enforcement Update Report - Q1</b> To receive the Environment Enforcement Update Report		Luke Howard	
<b>8th November 2022</b>				
8.11.22	<b>Medium Term Financial Plan - General Fund (GF), Housing Revenue Account (HRA) and Capital Programme</b> To consider the updated Medium Term Financial Plan (MTFP) which covers the period 2023/2024 to 2027/2028 and options available in order for the Council to set a balanced budget.		Deputy Chief Executive (S151)	
8.11.22	<b>Climate Change Action Plan update</b> To receive an update on actions taken for the Climate Change Action Plan		Jason Ball	

Page 35

Agenda Item 9

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
8.11.22 29.11.22	<b>Electric Vehicle Car Sharing Options</b> To receive an options paper on progressing Electric Vehicle Car Sharing options in the district and to make recommendations to the Cabinet to progress a scheme		Andrew Busby	
<b>10th January 2023</b>				
10.01.23	<b>Budget Update</b> To receive a report of the Deputy Chief Executive (S151) reviewing the revised draft budget changes identified and discussing further changes required in order for the Council to move towards a balanced budget for 2023/2024		Deputy Chief Executive (S151)	
10.01.23	<b>Climate Change Action Plan update</b> To receive an update on actions taken for the Climate Change Action Plan		Jason Ball	
10.01.23 7.03.23	<b>Bereavement Services Fees and Charges</b> To receive the annual review of Bereavement Services Fees and Charges		Andrew Busby	
<b>14th March 2023</b>				

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
14.03.23 4.04.23	<b>Environment Educational Enforcement Policy</b> To receive the 3 yearly review of the Environment Educational Enforcement Policy and if appropriate make recommendations to Cabinet on 4 April 2023		Corporate Manager for Public Health, Regulation and Housing  Simon Newcombe	
14.03.23	<b>Climate Change Action Plan update</b> To receive an update on actions taken for the Climate Change Action Plan		Climate and Sustainability Specialist	

This page is intentionally left blank